

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

October 3, 2016
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Audrey Nelsen, Steve Ahmann, Denis Anderson, Rick Fagerlie, Andrew Plowman, Ron Christianson and Tim Johnson. Council Member Shawn Mueske was excused from the meeting. Present 8, Absent 1.

Also present were Interim City Administrator Mike McGuire, Police Chief Jim Felt, Community Education and Recreation Director Steve Brisendine, Planning and Development Services Director Bruce Peterson, Fire Chief Frank Hanson, Finance Director Steve Okins, Public Works Director Sean Christensen, Administrative Assistant Janell Sommers and City Attorney Robert Scott.

There were no additions and deletions to the agenda. Council Member Johnson requested to pull Item 5.B. from the Consent Agenda.

Council Member Anderson offered a motion to adopt the remainder of the Consent Agenda which included the following items: City Council Minutes of September 19, Willmar Municipal Utilities Board Minutes of September 26, Application for Exempt Permit – Glacial Ridge Curling, Board of Zoning Appeals Minutes of September 19, Airport Commission Minutes of September 21, CER Joint Powers Board Minutes of September 23 and the Accounts Payable Report through September 28, 2016. Council Member Ahmann seconded the motion, which carried.

Council Member Johnson questioned the mention of a Community Facilities Task Force being formed by the Mayor to address the possibility of a campus-type WMU/City Complex contained in the Willmar Municipal Utilities Board Minutes of September 26, 2016. City Attorney Robert Scott was asked to address the issue of the Mayor having this authority to be conveyed back to the Council.

Council Member Johnson made a motion to approve the item pulled from the Consent Agenda and file the minutes. Council Member Fagerlie seconded the motion, which carried.

At 7:08 p.m. Mayor Calvin opened the hearing to consider an ordinance amending the Municipal Code, Chapter 6, Article III, Division 2 with adoption of the 2016 Minnesota State Fire Code. Fire Chief Frank Hanson addressed the Council reviewing the proposed changes. There being no one from the public to speak for or against the ordinance, Mayor Calvin closed the hearing at 7:09 p.m.

Council Member Anderson offered a motion to adopt, assign a number and order final publication of the Ordinance Amending the Municipal Code, Chapter 6, Article III, Division 2. Council Member Nelsen seconded the motion, which carried on a roll call vote of 7 Ayes, 0 Noes.

At 7:11 p.m. Mayor Calvin opened the continued hearing for the consideration of Oslo Meadows Special Assessments. Finance Director Steve Okins presented information relating to certifying amounts of special assessment charges to the County Auditor for collection in 2017 through 2021 and provided current values of each parcel. There were six tax forfeited lots sold in late 2015 past the deadline to make the November 1st certification to Kandiyohi County and the purpose of the hearing is to certify these amounts against those tax forfeited lots. The amount pending against each parcel is the difference between the assessments that were unpaid when they became tax forfeited and the amounts the lots were sold for at tax forfeiture sale. No one asked to speak during the continued public hearing. Mayor Calvin closed the hearing at 7:16 p.m.

The Council discussed the possibility of a breakdown in the line of communication between staff and the property owners. Following discussion, Council Member Anderson made a motion to refer this matter to the City Administrator to develop a policy in conjunction with the County for pending assessments. Council Member Nelsen seconded the motion.

It was noted by City Attorney Robert Scott that by passing this motion the Council does not adopt the assessment resolutions. In the future if this matter should be brought back, the City would be required to go through the statutory requirements and provide notice to the property owners a second time. The motion to defer the matter to the City Administrator carried.

No one signed up to speak during the Open Forum.

The Finance Committee Report of September 26, 2016 was presented to the Mayor and Council by Council Member Anderson. There were eleven items for consideration.

Item No. 1 There were no comments from the public.

Item No. 2 Director of Operations John Harren and Finance Director Denise Runge presented the Willmar Municipal Utilities (WMU) 2017 Budget. Total Operating Revenue is estimated at \$33,615,309. Total Operating Expenditures are estimated at \$28,942,312 and the 2017 Intergovernmental Transfer to the City of Willmar is estimated at \$2,152,600. The projected Net Income for 2017 is \$2,460,730. The 5-year projections for revenues, expenditures and capital improvements were also presented. It was noted that per new MISO requirements, Council approval of the WMU Budget is now required prior to October of each year.

The Committee was recommending the Council accept the proposed 2017 WMU Budget as presented. Council Member Anderson moved the recommendation of the Committee. Council Member Nelsen seconded the motion, which carried.

Item No. 3 Police Chief Jim Felt explained to the Committee that the Willmar Police Department and Public Works Department jointly purchased a Stalker 360 Message trailer in August, 2016, in the amount of \$12,750. This trailer was a demo model that was being stored and was obtained at a substantial discount. The trailer contains a radar unit for traffic count/monitoring along with a 3' x 6' programmable message board for traffic warning message, community announcements, etc. It was noted that this item was not on a vehicle committee worksheet prior to this time and that both the Police and Public Works Departments utilized existing funds in the amount of \$6,375 each from their 2016 operating budgets for this purchase.

It was the recommendation of the Committee to introduce a resolution to approve the purchase of the Stalker 360 Message trailer in the amount of \$12,750 and that funding of \$6,375 each be transferred from the respective 2016 Operating Budgets for the Police Department and the Public Works Department as presented.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

BE IT RESOLVED by the City Council of the City of Willmar to authorize the purchase of the Stalker 360 Message Trailer from Stalker Radar Applied Concepts, Inc., in the amount of \$12,750; and

BE IT FURTHER RESOLVED by the City Council of Willmar, Minnesota, that funds be reallocated from the 2016 Police Department and Public Works Department Operating Budgets as follows:

DECREASE: 2016 Police Department Operating Budget/Small Tools	\$ 6,375
DECREASE: 2016 Public Works Department Operating Budget/Small Tools	\$ 6,375
INCREASE: 2016 Police Department Capital Outlay/Equipment	\$12,750

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire
Attest: Interim City Administrator

Item No. 4 Staff explained to the Committee that the City Council previously authorized the financing for the 2016A Street Program and authorized the Pricing Committee to negotiate with local banks to price the financing. The criteria used included an amount not to exceed \$1,600,000 with an interest rate not to exceed 3.25%. As a result of these negotiations, the proposal is for four institutions to participate with an interest rate of 2.50% as follows: Lake Region Bank \$500,000; Home State Bank \$500,000; North American State Bank \$500,000; and Concorde Bank \$100,000.

The Committee was recommending the Council introduce a resolution authorizing staff to finalize the 2016A Street Financing for \$1,600,000 utilizing an interest rate of 2.50% with the following institutions: Lake Region Bank \$500,000; Home State Bank \$500,000; North American State Bank \$500,000; and Concorde Bank \$100,000.

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

BE IT RESOLVED that the City Council of the City of Willmar hereby authorizes the Pricing Committee to execute the 2016A Street Financing documents with Lake Region Bank for \$500,000; Home State Bank for \$500,000; North American State Bank for \$500,000; and Concorde Bank for \$100,000 totaling \$1,600,000 with a flat interest rate of 2.50%.

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire
Attest: Interim City Administrator

Item No. 5 Staff explained to the Committee that the estimated costs for preparation and distribution of the Local Option Sales Tax Brochures total \$10,000. These costs will be charged to the 2016 Mayor/Council Operating Budget Professional Services line item. It was noted that as of August 31, 2016, the unspent balance in this expenditure account totaled \$24,000.

The Committee was recommending the Council authorize \$10,000 from the 2016 Mayor/Council Operating Budget Professional Services line item for the preparation and distribution of the Local Option Sales Tax Brochures. Council Member Anderson moved the recommendation of the Committee. Council Member Nelsen seconded the motion, which carried.

Item No. 6 Steve Brisendine, CER Director, explained to the Committee that Marc Jerzak of the Willmar Stingers contacted City staff and the Mayor, requesting that the City waive the fee for two games in August that were played at Baker Field. They have made this request due to the cancellation of the remaining games at the stadium due to water issues from the storm that took place last month. Staff recommends that the City follow the lease and have the Stingers pay the \$820 due for the two games at \$410 each. Staff prepared the field for usage and West Central Industries cleaned the stadium after the games at a cost of \$160 per game so the City has had an outlay of cash for these two games that would be recovered by the lease payment.

The Committee's recommendation to the Council was to adhere to the lease with the Willmar Stingers requiring the payment of rent for the two August home games actually played for a total of \$820. Council Member Anderson moved the recommendation of the Committee. Council Member Christianson seconded the motion, which carried.

Item No. 7 Steve Brisendine, CER Director, explained to the Committee that staff was approached about writing an application to the Otto Bremer Foundation for a grant to support funding efforts for the Destination Playground at Robbins Island. It is proposed that the grant request be in the amount of \$150,000. Staff has submitted applications to this organization before and believes this grant will be well received. It was noted that funding requests are due in early October.

The Committee was recommending the Council introduce a resolution authorizing staff to submit an application for an Otto Bremer Foundation Grant for \$150,000 for improvements at Robbins Island.

Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED that the City Council of the City of Willmar hereby authorizes the Mayor and City Administrator to submit an application for an Otto Bremer Foundation Grant for \$150,000 for improvements at Robbins Island.

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire

Attest: Interim City Administrator

Item No. 8 Steve Brisendine, CER Director, explained to the Committee that staff was contacted this summer about leading efforts to create some water safety initiatives in reaction to the tragic death of two young Willmar residents this past summer. Staff will work with community members to create opportunities over the next couple of years around water safety programming. This effort could be in the form of swim lessons, waterfront safety programming, and utilizing experts in the field to offer low or no cost programming to our community members. We plan to target our newest residents and those not comfortable around the water. We will utilize all of our assets such as the indoor pools, the Aquatic Center, and Robbins Island to assist with this effort. Blue Cross Blue Shield's donation of \$10,000 could lead to some great efforts around water safety in the future.

It was the recommendation of the Committee that the Council accept the donation of \$10,000 from Blue Cross Blue Shield for water safety efforts in Willmar. Council Member Anderson moved the recommendation of the Committee for the donation acceptance. Council Member Nelsen seconded the motion, which carried.

Item No. 9 Steve Brisendine, CER Director, explained to the Committee that due to having ice available this early in the year, a new youth hockey program was started this fall in conjunction with the Willmar Hockey Association, Willmar Warhawks, and Civic Center staff. There are 150 students involved in this activity with additional revenues projected of \$10,650 along with associated expenses mostly pertaining to supplies for the purchase of new jerseys for the participants to wear for this activity as well as additional staffing costs. Staff is requesting to increase both the revenues and expenditures in the 2016 Civic Center Operating Budget by this amount.

The Committee was recommending the Council introduce a resolution revising the 2016 Civic Center Operating Revenues and Expenditures by \$10,650 to accommodate the new hockey program as presented.

Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED by the City Council of the City of Willmar that the 2016 Civic Center Operating Budget be revised to reflect additional revenues and expenditures, resulting from a new youth hockey program, as follows:

INCREASE: 2016 Civic Center Operating Budget/Revenues	\$10,650
INCREASE: 2016 Civic Center Operating Budget/Expenditures/Supplies	\$10,650

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire

Attest: Interim City Administrator

Item No. 10 Staff reviewed with the Committee the 2017 Mayor's Proposed Budget Schedule. Discussion centered on dates and information needed to review and recommend a 2017 Budget. It was noted that, to date, October 10, 2016, has been set to discuss the Capital Improvements, Facilities, and Pavement Management Systems. It was the consensus of the Committee members that the budget meetings, including the one scheduled for October 10th be full council meetings. Council Member Ahmann requested detail of items being added or deleted in the budget and that a line item be established in the budget specifically for ditch cleaning. This matter was received by the Council for information only with a notation that the meeting date will be changed to October 12th.

Item No. 11 The Committee received the following reports: 07/31/16 Rice Memorial Hospital Financial Report and 08/31/16 Status of 2016 Capital Improvement Program. This matter was received by the Council for information only.

The Finance Committee Report for September 26, 2016, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Anderson, seconded by Council Member Ahmann, and carried.

The Public Works/Safety Committee Report of September 27, 2016 was presented to the Mayor and Council by Council Member Christianson. There were five items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Chief Felt noted the jail census for September 27, 2016 was 134; 33 inmates from the Department of Corrections, 78 inmates from Kandiyohi County and 23 inmates from other counties. The calls for service since September 13, 2016 totaled 733 and are 5 days ahead of this date last year. The majority of calls for the last two weeks were for traffic stops, followed by public assists and abandoned vehicles.

Chief Felt asked for support from the Committee to allow a number of the police squad cars to change out the license plate for the month of October for Breast Cancer Awareness Month. The license plates were purchased from a donation, and will go up for silent auction after the months use with proceeds going to the American Cancer Society.

Chief Hanson noted total Fire Department calls for service in the previous weeks totaled 6. The total calls for service this year is 240. The dispatch to onsite time is currently 8 minutes 45 seconds.

Chief Hanson informed the Committee of the upcoming Story Time at the Fire Station which is scheduled for Tuesday, October 4th from 5:30-7:30 p.m. Chief Hanson also informed the Committee the Fire Fighters Association has purchased t-shirts for Breast Cancer Awareness Month; collections will be taken during the month with proceeds going to the American Cancer Society. The updates from both departments were received for information only.

Item No. 3 The City entered into an agreement on April 18, 2016 with Duininck, Inc. for the parking lot repair at Technology Drive NE – parking lot adjacent to 1801 Technology Drive NE. The final pay request is hereby submitted for consideration and staff is recommending final payment be made. The Committee was recommending the Council accept the project and authorize final payment in the amount of \$31,344.45.

Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Ahmann, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1604 – Parking Lot Repair at Technology Drive NE – parking lot adjacent to 1801 Technology Drive NE.

CONTRACTOR:	Duininck Inc.
DATE OF CONTRACT:	April 18, 2016
BEGIN WORK:	July 12, 2016
COMPLETE WORK:	July 21, 2016
APPROVE, ENGINEERING DEPT:	September 20, 2016

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Project No. 1604 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$34,787.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$31,344.45
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$31,344.45
Less Previous Payments	\$0

FINAL PAYMENT DUE CONTRACTOR: **\$31,344.45**

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire
Attest: Interim City Administrator

Item No. 4 The City entered into an agreement on July 6, 2015 with Quam Construction for the pond improvements at Civic Center Drive NE. The final pay request is hereby submitted for consideration and

staff is recommending final payment be made. The Committee was recommending the Council accept the project and authorize final payment in the amount of \$9,054.23.

Resolution No. 6 was introduced by Council Member Christianson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Project No. 1505 – Pond Improvements at Civic Center Drive NE.

CONTRACTOR:	Quam Construction
DATE OF CONTRACT:	July 6, 2015
BEGIN WORK:	July 30, 2015
COMPLETE WORK:	June 10, 2016
APPROVE, ENGINEERING DEPT:	September 20, 2016

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Project No. 1505 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$104,869.10
CHANGE ORDER NO. 1:	\$4,461.15
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$ 96,322.79
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$ 96,322.79
Less Previous Payments	\$87,268.56

FINAL PAYMENT DUE CONTRACTOR:	\$ 9,054.23
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Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire

Attest: Interim City Administrator

Item No. 5 Chief Hanson informed the Committee the 2016 Insurance Services Office (ISO) report was recently released to the City of Willmar. The rating for 2016 was a four, which is a score higher than the three that was scored in 2008. Chief Hanson explained the scoring system had changed as they scored the City of Willmar, Dovre Township, and Willmar Township together. The scoring is based on a number of items, a few of the items being: number of firefighters responding to calls, communication system, equipment, water distribution, and training of fire fighters. Chief Hanson informed the Committee if the City was able to make some changes, they would be able to request a rescore prior to the scheduled eight years. The Council received the rating report for information only.

Council Member Ahmann brought before the Committee his request for information on storm water detention ponds. Council Member Nelsen requested the report prepared by Bolton & Menk be sent out to the Committee for their review. Interim Administrator McGuire informed the Committee he will direct staff to send out the report.

The Public Works/Safety Committee Report for September 27, 2016, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Ahmann, and carried.

The Labor Relations Committee Report of September 28, 2016 was presented to the Mayor and Council by Council Member Ahmann. There were four items for consideration.

Item No. 1 There were no public comments.

Item No. 2 Public Works Director Sean Christensen presented for consideration a request to exercise the City's adopted Working out of Class Policy to compensate Wastewater Treatment Plant Working Foreman Jim Gauer for assuming the role of Interim Superintendent since the position became vacant on September 17, 2015. The Working Foreman base salary is \$24.07 per hour. The retroactive pay from September 17, 2015 is proposed to be an additional \$2.41 per hour, with compensation going forward until the position is filled at the hourly rate of \$35.54. It was staff's recommendation to compensate Mr. Gauer as allowed by the Working out of Class Policy.

The Committee was recommending the Council approve the recommendation of staff to compensate Mr. Gauer according to the Council adopted Working out of Class Policy. Council Member Ahmann moved the recommendation of staff. Council Member seconded the motion. The Council discussed the compensation and the question was raised of what the rate would be going forward. Staff was directed to look into the policy further and determine the calculation of the correct rate. Upon clarification of the intent of the motion and the direction to staff to follow the policy, the motion carried.

Item No. 3 Interim City Administrator Mike McGuire updated the Committee on the status of filling the Human Resource Director position informing them the interview committee met with six candidates of which two were selected as top candidates and background checks completed. It was the consensus of the interview committee to offer the position to Bridget Buckingham. Mr. McGuire touched on Ms. Buckingham's work experience and abilities. He also informed the Committee of the recommended salary range offered by Springsted and his plan to offer her a starting salary at the midpoint of Range 11 with the intention that after a satisfactory six-month performance review, an up to six percent increase may be added to her salary.

The Committee was recommending the Council approve the recommendation as outlined by staff to offer the position of Human Resource Director to Bridget Buckingham. Council Member Ahmann moved the recommendation of the Committee. Council Member Nelsen seconded the motion, which carried.

Item No. 4 Interim City Administrator McGuire updated the Committee on the status of the City Clerk position. An interview committee interviewed two qualified applicants and an offer will be forthcoming. The position is a Range 7 with a salary range provided by Springsted of \$52,000 - \$68,000. The Council received this for information only.

Interim City Administrator McGuire updated the Council stating the City Clerk position was offered to existing employee, Judy Thompson, who has accepted the position effective this date.

The Labor Relations Committee Report for September 28, 2016, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Fagerlie, seconded by Council Member Nelsen, and carried.

Interim City Administrator McGuire stated the City is required by election law to post and publish the polling locations for the 2016 General Election. The resolution containing the polling locations was brought before the Council.

Resolution No. 7 was introduced by Council Member Anderson, seconded by Council Member Ahmann, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 7

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the following buildings be designated as the official voting locations for the 2016 General Elections:

FIRST WARD: 1 st Precinct	Willmar Community Center 624 North Highway 71
2 nd Precinct	Lakeview Apartment Building 300 North 7th Street
3 rd Precinct	Word of Faith Family Church 3010 7 th Avenue Northwest
SECOND WARD: 1 st Precinct	St. Mary's Catholic Church 713 Southwest 12th Street
2 nd Precinct	Vinje Lutheran Church 1101 Willmar Avenue Southwest
3 rd Precinct	Rock of Life, CRC 1708 Southwest 8th Street
THIRD WARD: 1 st Precinct	Willmar Conference Center 2100 East Highway 12
2 nd Precinct	Highland Apartments 115 East Becker Avenue
3 rd Precinct	City Auditorium 313 West 6th Street
FOURTH WARD: 1 st Precinct	Refuge Church 1000 6 th Street Southeast
2 nd Precinct	Calvary Lutheran Church 302 Olena Avenue
3 rd Precinct	Redeemer Lutheran Church 1401 Southwest 6th Street

Dated this 3rd day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Mike McGuire
Attest: Interim City Administrator

Interim City Administrator McGuire presented the resolution appointing the Election Judges for the 2016 General Election which is done in accordance with Minnesota Statutes. At least two judges in each precinct must be affiliated with different political parties.

Resolution No. 8 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 8

BE IT RESOLVED, that the individuals listed below be appointed as Judges to work at the General Election in the City of Willmar on Tuesday, November 8, 2016:

WARD ONE	Precinct One:	Pat Morse, Co-Head Judge Cheryl Retrum, Co-Head Judge Shirley Rolffs Tina Harried Kent Skoglund Wallis Klause
	Precinct Two:	Ramona Berg-Perry, Co-Head Judge Ardell Engwall, Co-Head Judge Carol Wegner, Assistant Head Judge Samuela Heyer Rita Dragt Darlene Estwick
	Precinct Three:	Eugene Kerfeld, Co-Head Judge Lynn Shuldes, Co-Head Judge George Christensen Evelyn Paulson JoAnn Jagt Shelley Hedlund
WARD TWO	Precinct One:	Mary Louise Wallin, Co-Head Judge Helen Behrends, Co-Head Judge Karen Stern, Assistant Head Judge James Buisman Millicent Larsen George Berg Paul Borene
	Precinct Two:	Dan Reigstad, Head Judge James Halverson, Assistant Head Judge Sharon Cruze, Assistant Head Judge Patrick Curry Clara DeRonde Carol Laumer
	Precinct Three:	Donna Hillenbrand, Co-Head Judge Duane Bock, Co-Head Judge A. Marilyn Hanson Mary Lorentzen Mary Catherwood Shirley Ringness
WARD THREE	Precinct One:	Nancy Snyder, Co-Head Judge Sally McAdams, Co-Head Judge Susan Schiro G. Richard Huesing Nancy Chamberlain Kathryn Halldin

	Precinct Two:	Julie Rote, Co-Head Judge Ardel Stiles, Co-Head Judge Donna Krogsrud Diane Plowman Marlene Vossen Barbara Borene
	Precinct Three:	LeAnn Griepentrog, Head Judge Sonja Duruji, Assistant Head Judge Jan Crackel, Assistant Head Judge Joan Kuhn Myla Lindstrand Susan Thorson Don Thompson
WARD FOUR	Precinct One:	David Rogers, Co-Head Judge Susan Brauchler, Co-Head Judge Joan Glaesman Sandra George Janice Olson Sally Packer
	Precinct Two:	Dennis Krueger, Co-Head Judge Marsha Butterfield, Co-Head Judge Mary Huesing Carl Shuldes Mary Konieczny
	Precinct Three:	Suzanne Rogers, Co-Head Judge Connie Heath, Co-Head Judge Janice Krueger Mary Bock Connie Peters Arend Jagt
	Absentee Judges:	Marv Kray Ardell Engwall

Dated this 3rd day of October, 2016.

<u>/s/ Mike McGuire</u> Attest: Interim City Administrator	<u>/s/ Marv Calvin</u> Mayor
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Interim City Administrator McGuire presented a State Application and Permit for a One-Day to Four-Day Temporary On-Sale Liquor License from the Willmar Rotary Club to sell alcohol during a St. Thomas Exhibition Hockey event at the Civic Center event from November 5 through November 6, 2016. Council Member Christianson made a motion to approve the On-Sale Temporary Liquor License for the Willmar Rotary Club. Council Member Ahmann seconded the motion, which carried on a roll call vote of 7 Ayes, 0 Nays.

Interim City Administrator McGuire presented an application for a Civic Center Arena Special Event by On-Sale Liquor License Holder. The Willmar Warhawks, a Tier III Ice Hockey Team, plan to serve alcohol

during the hockey season starting October 15, 2016 and running through March 11, 2017. The TPI Core Inc. dba Holiday Inn/Green Mill Willmar has applied for this permit with on-site employee listed as Ryan Nelson. Council Member Anderson made a motion to approve Civic Center Arena Special Event by On-Sale Liquor License as presented. Council Member Christianson seconded the motion, which carried on a roll call vote of 7 Ayes, 0 Nays.

Announcements for Council Committee meeting dates were as follows: Finance/Full Council, 4:45 p.m., Council Chambers October 12th.

Mayor Calvin announced that John Harren has been selected as the new General Manager at Willmar Municipal Utilities.

Council Member Anderson offered a motion to adjourn the meeting with Council Member Nelsen seconding the motion, which carried. The meeting adjourned at 8:19 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

WILLMAR FINANCE COMMITTEE/CITY COUNCIL
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

October 12, 2016
4:45 p.m.

The Finance Committee and Full Council of the City of Willmar met on Wednesday, October 12, 2016 in the Council Chambers at the Willmar Municipal Utilities Building. Members present on a roll call were Mayor Marv Calvin, Council Members Audrey Nelsen, Denis Anderson, Rick Fagerlie, Ron Christianson, Shawn Mueske and Tim Johnson. Council Member Andrew Plowman was excused from the meeting. Council Member Steve Ahmann arrived later. Present 8, Absent 1.

Also present were Interim City Administrator Mike McGuire, Police Chief Jim Felt, Fire Chief Frank Hanson, Finance Director Steve Okins, Public Works Director Sean Christensen, and City Clerk Judy Thompson.

Item No. 1 There were no public comments.

Item No. 2 Council Member Anderson made a change to the agenda as Item No. 3 was listed as information and it should be listed as motion.

Finance Director Steve Okins presented the proposed 2017 Capital Improvement Program for the City of Willmar. Council Member Denis Anderson moved to approve the Capital Improvement Program as presented which includes an additional \$200,000 and the reductions of \$1,378,000 the Mayor removed from the Budget consideration. Council Member Fagerlie seconded the motion.

Council Member Steve Ahmann arrived at 4:58 p.m.

Mayor Calvin was asked to explain his criteria for the reductions. He noted that he was given a specific number and related that to the negative impact the items would have and what Council had discussed in the past, along with recommendations from staff.

Council Member Christianson asked about the Civic Center roof project and if the numbers presented were for the completion of the roof or if there would be more funds needed. Mayor Calvin referred to Public Works Director Christensen who stated they are waiting for the final numbers to come in to know if any additional money is needed to complete the project. Any additional funds needed might be available from other projects under budget.

Council Member Christianson requested to pull the Miller Park improvements from the Capital Improvement Program for further discussion.

Council Member Christianson asked for clarification on the North Swanson Building project and if this was included in the local option sales tax. Interim Administrator McGuire stated it was not included in the brief description on the Local Option Sales Tax brochure.

Following discussion, the motion to approve the Capital Improvement Program as presented with the additional \$200,000, the reductions of \$1,378,000, and excluding the Miller Park projects carried.

Discussion was held in regard to the Miller Park projects. Council Member Christianson asked for clarification if the playground is to be replaced or totally removed with just the tennis courts being constructed. Mayor Calvin mentioned the Park Plan includes removing the tennis courts from Rice Park and consolidating where tennis courts are located within the City and that Miller Park was designated as one of the parks that would have tennis courts in the future. The plan is to remove tennis courts that are defective and construct

new ones at Miller Park. The playground equipment would be replaced with current equipment that would meet the safety requirements. By having tennis courts in one area, it would allow the City to host tennis tournaments. Following discussion, Council Member Christianson moved to approve the Miller Park improvements as presented, with Council Member Anderson seconding the motion.

Council Member Nelsen asked that Interim City Administrator McGuire contact Community Ed and Rec Director Brisendine for clarification that the plan also includes replacing the playground equipment at Miller Park.

Following discussion, the motion to approve the pulled item carried.

Mayor Calvin recessed the meeting at 5:30 p.m. and the meeting reconvened at 5:47 p.m.

Council Member Anderson presented the Vehicle Replacement Program. Council Member Anderson moved to approve the Vehicle Replacement Program as presented in the amount of \$923,135. Council Member Christianson seconded the motion.

Discussion included Finance Director Okins clarifying the only change was the two police vehicles that were removed to be included in a future budget. No other changes have been made since this was presented to Council in June. Finance Director Okins gave a brief review of the current vehicle replacement program.

Council Member Ahman asked if vehicles could be repaired to extend their usage with the City rather than purchasing new ones, in an attempt to save money. Council Member Anderson stated that we have a policy in effect and it is talked about each year if changes need to be made. Mayor Calvin stated that the mechanics go through each vehicle prior to it being replaced.

Council Member Anderson asked to pull the WTP Air Conveyance Trailer in the amount of \$185,000 to be discussed later.

Council Member Nelsen noted that the Replacement Program was last updated in April 2015, yet the crossouts were still there, and wondered if these changes are still pending approval. Mayor Calvin stated that these changes had been approved and these legislative changes should have been removed from the document.

Following discussion, the motion to approve the Vehicle Replacement Program, excluding the pulled item, carried.

Discussion continued on the WTP Air Conveyance Trailer. Public Works Director Christensen explained the need and purpose of the trailer and stated this is a trailer-mount system.

Council Member Anderson offered a motion to approve the WTP Air Conveyance Trailer. Council Member Christianson seconded the motion, which carried.

Item No. 3 Council Member Anderson called on Finance Director Okins to brief the Council on the Resolution. Finance Director Okins stated that due to the retirement of City Clerk-Treasurer Kevin Halliday, signatures for investment documents needed to be updated to authorize the Interim City Administrator, Finance Director and Accounting Supervisor to sign. Finance Director Okins stated that a minimum of two signatures are required on all documents.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

WHEREAS the City of Willmar desires to name the City Administrator, Finance Director and Accounting Supervisor as signatories for investment documents.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that the City Administrator, Finance Director and Accounting Supervisor be authorized to sign for investment documents.

Dated this 12th day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Judy Thompson
Attest: City Clerk

Item No. 4 Council Member Anderson called on Finance Director Okins to brief the Council on the Resolution. Finance Director Okins stated the improvements are to be paid from funds that are available in the Library Reserve Account. Council Member Fagerlie inquired about the remaining balance in the Reserve Account. Finance Director Okins stated there was a little over \$175,00 remaining in the account.

Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Nelsen, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

BE IT RESOLVED by the City Council of the City of Willmar to authorize the roof and restroom repairs at the Willmar Public Library in the amount of \$7,542; and

BE IT FURTHER RESOLVED by the City Council of Willmar, Minnesota, that funds be appropriated from the Library Reserve Fund as follows:

INCREASE: 2016 Library Maintenance of Improvements	\$ 7,542
INCREASE: 2016 Transfers In-Library Reserve Fund	\$ 7,542

Dated this 12th day of October, 2016.

/s/ Marv Calvin
Mayor

/s/ Judy Thompson
Attest: City Clerk

Council Member Anderson announced the upcoming meeting dates for the Finance Committee: November 16, November 30 – Finalize items and Rice Hospital will be present, and December 5 - Truth and Taxation Hearing.

Council Member Mueske offered a motion to adjourn the meeting with Council Member Christianson seconding the motion, which carried. The meeting adjourned at 6:16 p.m.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

**Rice Memorial Hospital
Board of Directors Meeting
September 28, 2016**

*These Board of Directors minutes have not
been officially approved by the RMH Board*

PRESENT: David Anfinson, President
Dr. Douglas Allen, Vice President
Dr. Lee Cafferty, Director
Andrea Carruthers, Director
Jon Saunders, Director

ABSENT: Dr. Michael Gardner, Treasurer, Eric Weiberg, Secretary

ADMINISTRATIVE STAFF: Michael Schramm, CEO, Teri Beyer, CQO, Bill Fenske, CFO, Dr. Ken Flowe, CMO, Wendy Ulferts, CNO

GUESTS: Deb Buffington, RN, RMH Dialysis Department; Shirley Carter, Rice Health Foundation; Jackie Hinderks, Director, Revenue Cycle; Audrey Nelsen, Willmar City Council; Mary Beth Potter, Director, Hospice and Dialysis

CALL TO ORDER/APPROVAL OF MINUTES: President Anfinson called the meeting to order at 5:30 p.m. A motion was made by Director Allen and seconded by Director Cafferty to approve the consent agenda items as presented.

QUALITY REPORT: Deb Buffington, Operations Coordinator in Dialysis, provided a history of the Rice Dialysis unit which will celebrate its fiftieth anniversary on Tuesday of next week. The unit opened in 1966 and was the first in outstate Minnesota. She noted the key changes that have occurred in the Program which have enhanced the quality of life for dialysis patients and also noted multiple times that the program has been recognized for their high quality of care.

MEDICAL STAFF REPORT: The following physicians were recommended for appointment to the Medical Staff at the Credentials Committee meeting on September 13th: Dr. Katherine Reigstad, General Surgeon; Dr. Douglas Soderberg, OB/GYN – both Provisional Active Staff. Dr. Ian Penniston, Psychiatry – Provisional Affiliate Staff. The following were recommended for transfer from Provisional Active to Active Staff: Dr. Sarah Eisenschenk, Family Medicine and Dr. Joanne Monterroso, Oncology/Hematology. The following were recommended for reappointment: Dr. Kevin Henseler, Radiology – Active Staff. Drs. Richard Aplin, Cardiology; Dr. David Asinger, Radiology; Dr. Gregory Hatfield, Radiology; Dr. Michael Heaney, Radiology; Dr. Lanning Huston, Radiology; Dr. Robin Javaherian, Family Medicine; Dr. David Jose, Radiology; Dr. Patrick Juenemann, Radiology; Dr. Mark McMillian, Radiology; Dr. Suzanne Moffit, Radiology; Dr. John Olsen, Radiology; Dr. Gregory Phelan, Radiology; Dr. Matthew Schaar, Radiology; Dr. Brian Sullivan, Radiology; Dr. Kevin Xie, Neurology – Affiliate Staff. The following were recommended for transfer from Provisional Affiliate to Affiliate Staff: Dr. David Aamodt, Radiology; Dr. Luis Pagen-Carlo, Cardiology; Dr. Kenneth Shea, III, Vascular Neurology/Telemedicine. The following were recommended for reappointment to the Allied Health Staff: Angela Beyerl, Family Nurse Practitioner; Jay Loeppke, Certified Registered Nurse Anesthetist; Kimberly Rupp-Montpetit, Certified Registered Nurse Anesthetist; Kristi Phillips, Licensed Psychologist; Shane Volk, Certified Registered Nurse Anesthetist. **Action:** Motion made by Director Allen and

seconded by Director Cafferty to approve the above noted recommendations for the Medical Staff.

Dr. Flowe reported in Dr. Hund's absence and noted the three Rural Physician Associate Program (RPAP) participants who are working with Drs. Hoffmann, Nicklawsky and A. Olson. This program provides experience in an outstate setting and has been a great recruitment tool for the local medical community.

CEO REPORT: CEO Schramm reported on the following:

- Hospice is progressing with the build of their Epic module and is expected to go live on 2/1/17
- WMS: Bids have been sent out for the WSC's structure and pricing is being firmed up for the interiors. There are still property related issues that need to be resolved prior to ground breaking. The new PET CT equipment is scheduled for delivery tomorrow.
- Recruitment of a psychiatrist and additional emergency medicine physicians is continuing.
- Rice Health Foundation (RHF) has completed the Rehab campaign. The focus of the upcoming November gala will be the Rice Regional Dental Clinic and work is underway to raise \$500,000 to support their ongoing needs.
- Our insurance broker, Hays, collaborated with us to obtain favorable results for employee health insurance. We will remain with Medica in 2017.
- The annual Fall Basket event was held today with ten different area charities benefitting from the generosity and creativity of our staff.

NEW BUSINESS

- A. **2015 Attorney General Report:** J. Hinderks was present to review the Attorney General (AG) Agreement Annual Check-off List with the Board. She met earlier with the CEO and CFO to review this same information. This annual review is required and the items reviewed are noted on the attached document. The Self Pay Billing & Collections Procedures policy was also reviewed for the Board (attached), with the revisions noted in red. In addition, she noted that \$730,000 has been received through Rice's participation in the Revenue Recapture Program. **Action:** A motion was made by Director Cafferty, seconded by Director Carruthers and carried that the Rice Memorial Hospital Board of Directors approve the Attorney General checklist as well as the revisions to the Self Pay Billing & Collections Procedures policy.

OLD BUSINESS

No report

OTHER BUSINESS

- A. **Hospital Committee Reports:** No reports.
- B. **City Council Report:** A. Nelsen reported that Interim City Administrator McGuire is now in place. He has met with CEO Schramm. An offer has been made to a candidate for the Human Resources Director role. The Local Option Sales Tax continues to be a topic of discussion for the Council.

RECESS

The Board recessed at 6:22 p.m.

CLOSED SESSION: The Closed Session for Strategic Planning was called to order at 6:23 p.m. by President Anfinson.

The Closed Session concluded at 7:32 p.m. via motion by Director Allen, seconded by Director Carruthers.

ADJOURNMENT: The meeting adjourned at 7:32 p.m.

Submitted by:

Dr. Douglas Allen, Vice President

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
OCTOBER 10, 2016

The Municipal Utilities Commission met in its regular scheduled meeting on Monday, October 10, 2016 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Dan Holtz, Carol Laumer, Jeff Nagel, Joe Gimse, Justin Mattern, Abdirizak Mahboub and Nathan Weber.

Others present at the meeting were: General Manager John Harren, Director of Finance Denise Runge, Power Supply Manager Chris Carlson, Power Production Supervisor Jon Folkedahl, Data Processing/IT Manager Mike Sangren, Administrative Secretary Beth Mattheisen, City Attorney Robert Scott, City Councilman Shawn Mueske, and WC Tribune Journalist Shelby Lindrud.

Commission President Holtz opened the meeting by requesting the Commission to offer a resolution to approve the Consent Agenda. Following review and discussion, Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Nagel seconded.

RESOLUTION NO. 47

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the September 26, 2016 Commission meeting;
- ❖ Bills represented by vouchers No. 161816 to No. 161897 and associated wire transfers inclusive in the amount of \$350,681.91.

Dated this 10th day of October, 2016.

President

ATTEST:

Secretary

The foregoing resolution was adopted by a vote of seven ayes and zero nays.

Commissioner Laumer (Chair) reviewed with the Commission the minutes from the October 3rd WMU Labor Committee meeting (see attached). The sole topic of discussion focused on establishing a mutually-acceptable Employment Agreement for the General Manager's position. City Attorney Robert Scott also provided guidance throughout the process. Following review and discussion, Commissioner Laumer offered a motion to approve the minutes of the October 3rd WMU Labor Committee meeting as presented. Commissioner Gimse seconded the motion which carried by a vote of seven ayes and zero nays.

In conjunction with the October 3rd WMU Labor Committee meeting, Laumer continued by requesting the Commission to approve the Employment Agreement for the General Manager's position. The formal employment agreement proposed would be between the Willmar Municipal Utilities and General Manager John Harren effective October 18, 2016, contingent upon City Council approval (October 17, 2016). Details of the formal

employment contract were discussed. Following discussion, Commissioner Laumer offered a resolution to approve the formal employment agreement with John Harren for the position of General Manager. Commissioner Gimse seconded.

RESOLUTION NO. 48

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Employment Agreement with John Harren for the position of General Manager be approved effective October 18, 2016, contingent upon City Council approval (October 17, 2016)."

Dated this 10th day of October, 2016.

President

ATTEST:

Secretary

The foregoing resolution was adopted by a vote of seven ayes and zero nays.

Director of Finance Runge informed the Commission that last year (2015) was the final year of a three-year contract with Conway, Deuth & Schmiesing to conduct the WMU Financial Audits. Therefore, Staff is requesting the Commission to issue a Request for Proposal (RFP) for audit services for the years 2016-2018 (three-year contract). Submittal of the RFP's would be accepted until 4:00 p.m., October 20, 2016. Following discussion, Commissioner Gimse offered a motion to issue a RFP to conduct the audit services for WMU for the years 2016-2018. Commissioner Mattern seconded the motion which carried by a vote of seven ayes and zero nays.

Data Processing/IT Manager Sangren informed the Commission that NetSPI had recently conducted an External Network Penetration Test on WMU's IT system. Sangren was pleased to announce that the findings were favorable and that unauthorized access to the system did not occur. Sangren reminded Staff and Commissioners that everyone needs to remain vigilant in thwarting off any potential breaches as they may arise.

Director of Finance Runge presented the Commission with the August 2016 Financial Reports. Among the statistical analyses presented were:

- 1) Operating Revenue/Expenses/Income/Retaining Earnings for all Divisions (electric, water, heating & combined)
- 2) Year-To-Date Sales for each Division (electric, water & heating)

General Manager Harren presented the Commission with a recap of the recent Customer Appreciation Open House held on October 4th at the Willmar Civic Center. The annual event is held in conjunction with APPA's Public Power Week. Once again, the Open House was a huge success with approximately 1,500 customers attending. On behalf of the Commission, Commissioner Holtz expressed his appreciation to Staff and Commissioners for their time and effort involved in hosting the event. To commemorate WMU's 125th Anniversary, a drawing was held to receive a \$125 credit toward the winner's utility bill. The recipient of the drawing and the \$125 utility credit was Enrique Acosta. Congratulations, Enrique!

General Manager Harren informed the Commission that as previously discussed, realignment of the current Commission terms will need to be conducted (per City Charter guidelines). Commissioner Holtz recently contacted Mayor Marv Calvin to begin the process. Harren encouraged Commissioners (4) who currently have terms ending at the end of 2016 to contact Mayor Calvin with their intentions toward serving another term as Commissioner.

For information: Upcoming meetings/events to note include:

- WMU Planning Committee meeting – TBD (1st or 2nd week in November)
 - Annual policy review/update
 - Priam Substation Project
- WMU Labor Committee meeting – TBD (1st or 2nd week in November)
 - Annual labor policy review/update
- MMUA Legislative Rally - January 31-February 1, 2017
- APPA Legislative Rally - February 27-March 1, 2017 (Washington, DC)
- APPA National Conference - June 19-21, 2017 (Orlando, FL)

There being no further business to come before the Commission, Commissioner Nagel offered a motion to adjourn the meeting. Commissioner Mattern seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:09 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Jeff Nagel, Secretary



**WILLMAR MUNICIPAL UTILITIES
WMU Labor Committee Meeting Minutes
WMU Conference Room
Monday, October 3, 2016 – 8:00 a.m.**

Attendees: Commissioners Carol Laumer (Chair), Joe Gimse & Dan Holtz, Interim General Manager John Harren, and Gary Weiers of David Drown Associates.

Commissioner Laumer called the meeting to order at 8:07 a.m.

AGENDA ITEMS:

➤ **General Manager Employment Agreement Discussion:**

Background: Following the final interview conducted before the full Commission on September 26th, it was by unanimous decision that the Commission offered the position of General Manager to Interim General Manager John Harren. Harren indicated that he would accept the proposed position upon the acceptance of a mutually-agreed upon Employment Agreement. The final step of the hiring process was to negotiate an agreement with Mr. Harren. Gary Weiers was present to assist in the negotiating process.

Following a review by City Attorney Robert Scott, the Labor Committee had submitted a proposed Employment Agreement (offer) to Harren for his consideration. Following a review, Harren presented a counteroffer to the Labor Committee.

The proposed Employment Agreement contained the following elements: 1) Duties; 2) Term; 3) Salary, Benefit Provisions & Compliance with Employer's Personnel Policies & Procedures; 4) Termination; 5) Performance Evaluations; 6) Professional Development; 7) Civic Membership; 8) Indemnification; 9) Bonding; 10) Other Terms & Conditions of Employment; and 11) General Provisions. Each component of the agreement was reviewed.

Various discussion ensued regarding the proposed agreement. Following discussion, Harren was invited into the meeting to express his thoughts on noted areas of the contract. Harren presented an item-by-item review of his counteroffer requests, thoughts, and clarifications related to the proposed contract.

Following a recap of the points of discussion, Harren was excused from the meeting to enable the Labor Committee to continue their caucus. At this time, a brief intermission was held.

At 9:26 a.m., the Labor Committee reconvened to further discuss the employment contract. Individual contract points of interest were addressed and modifications were made to the employment contract. This contract would subsequently be reintroduced to Harren for his consideration.

At 9:49 a.m., Interim General Manager Harren re-entered the meeting to continue the contract negotiations. Following discussion, Harren acknowledged that he will take the amended agreement under consideration. Following his review, Harren will contact Commissioner Laumer (LC Chair) and Weiers with his thoughts. Weiers and Attorney Scott will work together on the proposed modifications to the contract.

➤ **Adjournment:**

There being no further business to come before the WMU Labor Committee, Commissioner Laumer offered a motion to adjourn the meeting at 10:03 a.m. Commissioner Gimse seconded the motion which carried by a vote of three ayes and zero nays.

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, OCTOBER 12, 2016**

MINUTES

1. The Willmar Planning Commission met on Wednesday, October 12, 2016, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

**** Members Present:** Gary Geiger, Aaron Larson, Margaret Fleck, Steve Gardner, Bob Poe, and Rebecca Trongaard.

**** Members Absent:** Rolf Standfuss, and Randy Czarnetzki.

**** Others Present:** Megan DeSchepper- Planner.

2. MINUTES: The September 14, 2016 minutes were approved as submitted.
3. ACCESSORY DWELLING DISCUSSION: The Planning Commission continued their discussion regarding accessory dwelling units. The Commission talked about flexibility required in requirements, such as perhaps only requiring one parking space instead of two for an accessory dwelling unit. Percentage of lot coverage was also discussed, the consensus was that regular setbacks should be met for accessory structures. Staff will gather info regarding utility services and building code requirements for building separation. The Planning Commission formed a subcommittee to draft an Ordinance and will meet next week to begin work. They will bring a draft to a future Commission meeting.
4. MISCELLANY: Staff shared an excerpt from the draft sign section of the Zoning Ordinance that the Commission drafted last year regarding sandwich board signs. It allows for them to be put out daily during business hours. The language addresses the request of the business owner from the previous meeting to allow "occasional stores" signage. Staff also informed the Commission that the business owner at that specific site is installing a new sign with closer proximity to the street and an electronic reader board which will allow the store the sign visibility it requires.
4. There being no further business to come before the Commission the meeting adjourned at 8:11 p.m.

Respectively submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

MINUTES
WILLMAR POLICE COMMISSION
Friday, August 19, 2016

A meeting of the Willmar Police Civil Service Commission was held on Friday, August 19, 2016. Members present were: President Kathy Schwantes, Vice President Dennis Anfinson, and Secretary Cassie Akerson. Police Chief Jim Felt and Administrative Assistant Sue Edwards were also present.

The meeting was called to order by President Schwantes at 2:59 p.m.

A motion was made by Commissioner Anfinson, seconded by Commissioner Akerson, to approve the July 26, 2016 minutes as submitted. **Motion carried.**

Commissioner Akerson explained that she had participated in the interviews for the police officer hiring on Tuesday and Wednesday this week. Fourteen applicants were interviewed, as one had withdrawn from the process due to opportunities elsewhere. Chief Felt thanked Commissioner Akerson for giving her time to help with the interviews.

The Commission then reviewed the final test results from the 14 candidates, including written test scores, oral interview scores, and preference points given for veterans. Chief Felt explained that he would be hiring two candidates immediately to replace Detective Dustin Van der Hagen and Officer Lukas Eitreim, and the next step would be to establish the eligibility register so backgrounds could be initiated.

After discussion, Commissioner Akerson made a motion, seconded by Commissioner Anfinson, to set the cut-off at 80% on the final scores, establishing the eligibility register by certifying the top seven names. Backgrounds will be sent out on the top five candidates. **Motion carried.**

Chief Felt updated the Commission on the following:

- Officer Sam Schaefbauer is going to be joining the National Guards and will be leaving for basic training in early to mid-January and returning sometime in April.
- Officer Lukas Eitreim's last day with the department is Sunday, August 21st, as he has accepted a job with the Richfield Police Department.
- Officer Liebl, who is on military leave, arrived in Egypt last week. The department is putting together a care package to send to him in the next couple of weeks.
- CSO Ember Veldkamp's last day was Thursday, August 11th, as she is moving to Ely to continue her education. Nicole Hoppe has been hired as a CSO to replace Veldkamp.

- Officer Alex Anderson just completed his one-year probation on August 17th, so Chief Felt will be sending a memo to City Administrator Kruse recommending his appointment be made final.
- There was a good turn-out for the "Coffee with Cops" event today at the Goodness Coffee House. The next one will be at Lu Lu Beans in September, but no date has been set yet.
- On September 1, 2016, from 1:00 – 3:00 p.m., the department will be hosting a "Pop with the Cops" event at Miller Park, with Bernick's donating the product. This will be a good opportunity for police officers to connect with the young people in the community.
- The department is seven days ahead of last year for Calls for Service. Being short officers right now, the department has had to fill some patrol shifts with overtime.

There being no further business, a motion to adjourn was made by Commissioner Anfinson, seconded by Commissioner Akerson. The meeting was adjourned at 3:31 p.m.

Secretary Cassie Akerson
by Sue Edwards

WILLMAR COMMUNITY CENTER

8:30 a.m., September 9, 2016

"Not yet approved by the WCAC Board"

Attending: Board members: Diane Shuck, Darlene Schroeder, Mike Jahnke, Heidi Burton, Ben Larson, Terry Smith, Donna Evenson; Staff: Ryan Harper, Pam Vruwink Tim Johnson, City Council rep

Excused: Board members: Larry Nelson, Claudia Cederstrom; Staff: Steven Brisendine and Tammy Rudningen.

Meeting was called to order by Darlene Schroeder in the absence of Claudia Cederstrom, Chair.

Agenda was approved.

Minutes were approved as written.

Reports:

Woodshop: Terry Smith reported that they have been waiting for the implementation of the FOB system to move forward. Terry will contact Rob Baumgarten who was in charge of the woodshop in the past to get relevant information. Ryan Harper will be the staff liaison to the Woodshop Committee. All concerns and suggestions related to the woodshop will be routed through this committee.

Fall Activity Program:

Darlene Schroeder distributed copies of the WCC Fall Program Plan Report. (See attached.) A draft of the fall WCC brochure was also distributed.

Additional suggestions made that were incorporated into the fall WCC plan:

- Information distribution through schools:
 - A flyer specifically for students can be developed. Things can be sent home in student backpacks if approved through WCER.
 - Announcements can be put on the smart boards. The posters have to be JPEG and Landscape. Posters will be sent to Heidi Burton. Pam Vruwink will arrange for posting on electronic boards.
- Translations: Materials should be translated into Spanish and Somali. It was noted that the leadership at the mosque will read announcements before services if provided in Somali.
- The Latino Coordination group will meet next Tuesday at Ridgewater. Ben Larson will get Darlene Schroeder on the agenda to see if there are individuals in the group that would be willing to help with Mexican Bingo night.
- There is a need to make food available at various events at WCC.
 - Non-profit groups may be contacted to provide concessions as a fund-raiser as long as they secure a special food license, if needed.
 - Caterers or food trucks may be used to provide food at various events. There would be no charge for them to sell food, if requested by WCC.
 - Pam Vruwink suggested that food should be culturally welcoming and that fruit could be made available.
 - Terry Smith and the Night Lions will contact Casey on the WCER staff regarding information about the cost and process for licensing movies at WCC.

Update on Closure Policy and Practice:

WCER staff will determine if there is a need to close WCC due to weather. School closure will not be the determinant. Staff will notify user groups scheduled to use WCC when closed due to weather. Each user group will have the responsibility to notify their participants.

Update on the Grant Application for the Mural for WCC:

Darlene Schroeder is working with Ron Adams on the grant application and anticipates that it will be submitted to SMAC early next week. The work is scheduled to be completed in May 2018. The unveiling presentation at WCC will be video-taped and aired on WRAC8 and there will also be an on-demand link so that people can view the presentation on the internet. The evaluation process will have viewers complete post-it notes indicating who or what they identify with and how the painting stimulates their thoughts on community. Heidi Burton suggested that the school principals and teachers be approached to see if they would be interested in a late spring field trip in 2018 that would engage students. Heidi will follow-up on this idea.

Latino Senior Outreach Project:

A project proposal was submitted to United Way for a \$5,000 grant to serve Latino seniors by Central Community Transit to develop services in conjunction with Community Health Service, Inc, Lutheran Social Services Senior Companion Program and WCC. WCC will provide a place for Latino seniors to gather. Weekly times will be scheduled with Ryan Harper. It is anticipated that a response from United Way will be received in early October.

Children and Family Workgroup: This has not yet be started, but is still on the work plan.

Memorial Day Celebration: Initial contacts have been made with the secondary music faculty regarding the involvement of Pep Band, 2701, Camerata and a string ensemble.

Senior Club Report: There was nothing to report.

Staff updates:**Implementation of the FOB system.**

- Ryan reported FOB system is working well for the front door. It is currently scheduled to be open automatically, Monday – Friday, 9 – 5 pm.
- The main door can only be unlocked and kept unlocked through computer programming. Ryan Harper will check to see if there is a way to have the bar changed so that a hex key can be used to keep the door unlocked (instead of propping it open.)
- FOBs will be distributed to users as they complete their contracts for 2017. How to keep the door unlocked. Where is the switch?
- There needs to be a way for people to access the AV Room and other equipment. Ryan Harper will work on a solution and report at the October meeting. **Staff role delineation:**
- Ryan Harper is the facility coordinator. Any questions or concerns regarding the building or equipment should be directed to him. The WCER number is posted on office door.
- Pam Vruwink will be the main liaison for doing marketing and is also the program lead for wellness. It was noted that an exercise program for women only(which is of particular interest to Somali women) will be available later in the fall at Jefferson and will be noted in the WCC fall program brochure and should also be in the WCER brochure.
- Tammy Rudningen is the lead for enrichment programming.
- Ryan, Tammy and Pam are working on the updating the old volunteer manual that will become a user handbook. Pam asked board members for input on the mission statement. Members requested that the old mission statement and the principles adopted at previous meetings be sent out via email and that updating the mission statement be put on the October agenda.

Finance report: The August financial report was emailed out by Steve Brisendine prior to the meeting. There was no discussion or action.

Marketing:

- **Electronic sign:** Ben Larson has work study students who will be working on finding a software to run it. He will be in touch with Ryan Harper on the possibility of making the Cederstrom sign work.

- **Alternatives to an electronic sign** were discussed. Required distance from the road and ditch were discussed. Use of temporary signs that would advertise events was discussed. Rental and purchasing options were discussed.
- **Blue information sign:** Ryan Harper will follow up and arrange for blue information signs, "Willmar Community Center" on the highway.
- **Web site:** Ben Larson will get in touch with the city staff responsible for the WCC pages. It was noted that there should be an easy way to update the site on an on-going basis, including the senior dining menu and weekly and monthly calendar of events.
- **WCER brochure:** No information was available on the cost of this publication. It was noted that the covers and the format could be reviewed to better reflect life-long learning and the community-wide scope of WCC.

Sound system: Darlene Schroeder will discuss sound system options with entertainers who use WCC.

Status of parking issues: Congestion is expected until September 22nd when the neighboring building will be completed.

Organization of equipment and storage:

- There needs to be information on where items are located, easily accessible to all users.
- A number of groups have items stored at WCC. There should be a policy developed regarding what and where items can be stored by users. An inventory of items currently stored should be developed. Rental agreements should be reviewed to see if storage is addressed.
- Use of and access to the office by volunteers and users needs to be addressed. It was noted that coffee money stored in the office should be stored in a locked drawer.
- There was discussion on developing a kids area, perhaps in the alcove off of the Selvig Room. There were no decisions or recommendations.

Board member terms: As a number of new members have been added to the WCC Board in the past year, it was suggested that terms be staggered. This will be discussed at meetings over the next few months. The governing document should be distributed and updated, as needed.

Next meeting, Friday, October 14, 2016, 8:30-10 AM

Meeting adjourned.

Respectfully submitted,
Diane Shuck, Secretary

Fall 2016 Program Plans - WCC

Calendar of Entertainment Events

Sun, Sept 4, 1:30 pm	Wendell Nash and Friends
Sat, Sept 17 1:30 pm	Mikko Cowdery – “Fly Me to the Moon”
Sun, Sept 18, 1:30 pm	QuadraFeelyAxs (Formerly the “3Ds”)
Sun, Sept 25, 1:30 pm	Laura Brown and Friends
Sat, Sep 24, 2:30 pm	Barn Dance
Fri, Sept 30, 7:00 pm	Gay Nineties: When It’s Lamp-Lighting Time in the Valley
Sat, Oct 1, 1:30 pm	Molly Tengwall
Sun, Oct 2, 1:30 pm	Lucky Dogs
Sat, Oct 9, 4:00 pm	The Fiddle Music of Elmo Wick
Fri, Oct 14, 7:00 pm	Gay Nineties: I Met Her in a Village Dance Hall
Sat, Oct 15, 1:30 pm	Mikko Cowdery – “Fly Me to the Moon”
Sun, Oct 16 1:30 pm	Rob Boyd Jazz Quartet
Sat, Oct 22, 1:30 pm	Jim Dyer and Julie Dale
Sun, Oct 23, 1:30 pm	Roger Kodet Quartet with Jay Ellingson
Sat, Oct 29, 1:00 pm	North Shore Quintet with Guest Vocalists
Sat, Oct 29, 2:30 pm	Barn Dance
Sun, Oct 30, 1:30 pm	Halloween with Wendell Nash and Friends
Sun, Nov 6, 3 – 5 pm	Custom Made
Sat, Nov 12 1:30 pm	Mikko Cowdery – “Fly Me to the Moon”
Sat, Nov 19, 1:30 pm	Jim Dyer and Julie Dale
Sat, Nov 20, 2:00 pm	Michael Nelson Concert
Sat, Nov 26, 2:30 pm	Barn Dance
Sun, Nov 27, 1:30 pm	Lucky Dogs
Sat, Dec 3, 1:30 pm	Mikko Cowdery – “Fly Me to the Moon”
Mon, Dec 5, 7:30 pm	West Central Connection Chorus
Sun, Dec 10, 4:00 pm	Holiday Sing-a-long
Sun, Dec 11, 1:30 pm	Rob Boyd Jazz Quartet
Sat, Dec 31, 2:30 pm	Barn Dance

**Presentations of Special Interest to
Seniors and Their Families
At Willmar Community Center**

What Seniors and Their Families Need to Know About Assisted Living

Learn about assisted living services in Minnesota: What you can expect, questions to ask, and common problems and concerns faced by consumers. Darlene Schroeder worked for the Minnesota Department of Human Services for 15 years as a lead policy staff for assisted living and is an advocate for long term care services. *Saturday, September 24, 9:30 am- 11:00 am. Free – No Pre-registration Required.*

Parkinson Awareness Training

Learn the symptoms of Parkinson's and ways to create a welcoming and supportive community environment for fitness venues, retail shops, businesses and restaurants. Presenter: Erin McGee. Free. *Pre-registration required.* Mon, Oct 17, 12:30 pm #7055A; or 4 pm -#7055B.*

Matter of Balance (Falls Prevention)

Learn to reduce your risk for falls, including exercises to increase strength and balance and changes make to your environment. This program has been proven to reduce falls and increase activity levels in older adults. Sponsored through the Minnesota River Area Agency on Aging. *Pre-registration required.* #7052. Course Fee: \$8. Mondays, Sept 12–Oct 31, 9:30–11:30 am.*

Live Well at Home: Alternatives to Nursing Homes and Assisted Living

Many seniors prefer to stay in their own homes as they grow older. This presentation will describe the services and supports available to help seniors remain in their own homes. Tips on choosing services and financing options will be discussed. Darlene Schroeder worked for the Minnesota Department of Human Services, Aging and Adult Services and has long been an advocate for community-based services for seniors and people with disabilities. *Sat, Nov 12, 9:30 – 11 am*

Free – No Pre-registration Required

What You Need to Know About Your Later Years

Long-term care refers to the help with personal care such as dressing, bathing and household tasks that most people need as they age. Because the number of older people is growing and because so many of us are living longer, the need for long-term care is expected to grow dramatically in the next 30 years. This session will give you a checklist to help you create a unique plan for your future. It will cover how to talk to your family about your preferences for long-term care, what types of services your community offers, how to decide whether to move or stay in your house and the other housing options to consider, and the options you have for how to pay for the long-term care you want. Planning guides will be provided to the attendees at the session.

LaRhae Knatterud is the Director of Aging Transformation for the Minnesota Department of Human Services. She is the lead staff of Minnesota's Own Your Future campaign, the governor's initiative to urge Minnesotans to plan for their long-term care, including how to pay for it. She is also the lead staff for Aging 2030, a project to prepare the state for a permanent shift in the age of the population, beginning with the large baby boom generation that started turning 65 in 2011.

Mon, Oct 17, 3:30 pm – 4:30 pm. Free. No Pre-registration Required

Medicare Update (What's new in 2017)

Learn about changes to Medicare and how it could affect benefits. Presented by Minnesota River Area Agency on Aging staff. *Wed, Oct 19, 10 – Noon, Pre-registration required.* Cost \$3.*

Thursdays Tea Topic

One hour sessions. Pre-registration required.*

Myths of Aging, Thur, Sept 8, 3 – 4 pm. \$3. #7065A

Preventing Pneumonia, Thur, Oct 13, 3 – 4 pm, \$3. #7065B

Caring for the Caregiver, Thur, Nov 10, 3 – 4 pm, \$3. #7065C

Be Your Own Health Care Advocate, Thur, Dec 8, 3 – 4 pm. \$3. #7065D

To register (if required): Call WCER at (320) 231-8490.

**BOARD OF ZONING APPEALS
CITY OF WILLMAR, MN
MONDAY, OCTOBER 10, 2016**

MINUTES

1. The Willmar Board of Zoning Appeals met on Monday, October 10, 2016 at 5:00 p.m. at the City Office Building.

**** Members Present:** Jeff Kimpling, Jay Lawton, Beverly Dougherty, Dan Anderson, Jim Rudnick, and Tom Butterfield.

**** Members Absent:** Andrew Engan.

**** Others Present:** Gary Laughlin, Francis and Mary Kalvoda, Gaye Mellema, Jim Viaene, Todd Kleinhuizen, and Megan M. DeSchepper- Planner.

2. QUALITY APPLIANCE SIGN SETBACK VARIANCE-FILE NO. 16-03: The public hearing opened at 5:01 p.m. Jim Viaene, owner of Quality Appliance and the property, presented a request for a variance for a 2' sign setback on property legally described as follows: part of the NW ¼ of NW ¼ Section 23, Township 119, Range 35 (1417 1st St. S.). Mr. Viaene explained that the existing monument sign is at a 1' setback, his plan is to remove the two existing dilapidated signs and install one new sign at a 2' setback from the property line. He explained that if the sign were installed where Ordinance required it would adversely affect traffic flow and parking on site for his four tenant building.

Staff comments were reviewed and discussed (see attachment A). The Zoning Ordinance requires signs be setback a minimum of 8' from the property line in the GB (General Business) Zoning District.

With no one to speak for or against the request the public hearing closed at 5:10 p.m.

The Board talked about the site being quite old and surrounded by corn field when it was developed. Removing the two existing signs will be an improvement to the property. They talked about the existing sign historically being placed in close proximity to the property line with few options in a small tightly developed lot.

Mr. Lawton made a motion, seconded by Ms. Dougherty, to approve the 2' sign setback with the condition that the two existing freestanding signs be removed prior to installation of the new sign.

The motion carried.

The reasoning the Board gave for approving the variance is that the variance is in harmony with the Zoning Ordinance and intent of the Comprehensive Plan. It will not affect the essential character, is reasonable, and unique to the property as the site is small

for the size of the building and meeting the ordinance would negatively affect traffic flow and reduce parking.

3. KALVODA REAR SETBACK VARIANCE- FILE NO. 16-04: The public hearing opened at 5:15 p.m. Francis Kalvoda presented a request for a rear setback variance of 11' to allow a sunroom addition onto his home on property legally described as follows: Lot 2, Block 1, Southgate Second Addition (2421 Williams Parkway SW). The property is zoned R-2 (One and Two Family Residential) which has a minimum rear setback of 30'. Mr. Kalvoda explained the home currently sits at a 27' rear setback, with a patio that is larger than the proposed 16' x 16' sunroom addition. He talked about the natural gas pipeline that goes abuts the front yard of his property creating a larger front yard and setback from the street. The property to the south is currently Ag land and not within the City Limits.

The public hearing closed at 5:20 p.m. with no one to speak for or against the request.

The Board reviewed and discussed staff comments (see Attachment A). They talked about other homes to the east that are similarly situated with what appeared reduced rear setbacks. They talked about the utility pipeline being unique to the neighborhood and uncertainty of when and if land to the south would be annexed and residentially developed.

Ms. Dougherty made a motion, seconded by Mr. Butterfield, to approve the 11' rear setback as requested.

The motion carried.

The reasoning the Board of Zoning Appeals gave for approving the variance was that the property is unique due to the natural gas pipeline in the front yard reducing rear yard setbacks. They found the request to be in harmony with the Zoning Ordinance and Comprehensive Plan. The property is being put to reasonable use that adjacent properties are afforded. And it will not alter the essential character of the locality but improve it.

4. ROCK OF LIFE CHURCH CRC SIGN HEIGHT VARIANCE-FILE NO. 16-05: The public hearing opened at 5:25 p.m. Todd Kleinhuizen and Gaye Mellema presented a request for a variance on behalf of Rock of Life Church CRC to allow an 11' high freestanding sign on property legally described as follows: part of SW ¼ of SW ¼ of NE ¼/14 Section 22, Range 35, Township 119 (1708 8th St. SW). The property is zoned R-2 (One and Two Family Residential) in which freestanding signs are limited to 6' in height.

Mr. Kleinhuizen explained that the property is residentially zoned but abuts two industrially zoned pieces of property. The church recently built a new sanctuary and removed a spire in the past that helped people way find for funerals and weddings. They do not have visibility from the main collector road 19th Ave. SE and have issues with people locating their church as there are also two other churches in close proximity with better visibility. They will be removing the existing monument sign.

With no one to speak for or against the request the public hearing was closed at 5:35 p.m.

Staff Comments were reviewed and discussed (see Attachment A).

The Board talked about the residential nature of the neighborhood and that but yet the church does abut the industrial properties to the south. This property is kind of a buffer for the residential properties to the north. They discussed not wanting to set a precedence for other church signs, however this property isn't in the middle of a residential area it's really on the edge. The Board also talked about timers vs. photo cells on the lit sign.

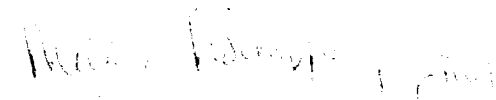
Dougherty made a motion, seconded by Mr. Butterfield, to approve the 11' high sign variance as requested.

The motion carried.

The reasoning the Board gave for approving the variance was that this property is unique as it is residential but abuts industrial property. The sign is not close in proximity to any homes and is consistent with the comprehensive plan and harmony of the Zoning Ordinance. The request is reasonable as wayfinding is an issue. The variance will not alter the essential character of the locality as it has been a church for decades.

5. With nothing further to come before the Board the meeting adjourned at 5:38 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager

BOARD OF ZONING APPEALS- OCTOBER 10, 2016

STAFF COMMENTS

1. QUALITY APPLIANCE SIGN SETBACK VARIANCE-FILE NO. 16-03:

- The applicant is Quality Appliance (Jim Viaene) North Mankato, MN.
- The applicant is requesting a sign setback variance of 2' on property legally described as follows: part of the NW ¼ of NW ¼ Section 23, Township 119, Range 35 (1417 1st St. S.).
- The property is zoned GB (General Business).
- The zoning ordinance requires freestanding signs be located no closer than 8' from the property line.
- The applicant proposes removing the two existing freestanding signs. The existing monument sign is currently built at the 2' setback.

RECOMMENDATION: Review variance standards in Section 9.D.3.a.1-4 to see if there are practicable difficulties, reasonableness, uniqueness, and essential character.

2. KALVODA REAR SETBACK VARIANCE- FILE NO. 16-04:

- The applicants are Francis & Mary Kalvoda, Willmar, MN.
- The applicant is requesting an 11' rear setback for a sunroom addition onto property legally described as follows: Lot 2, Block 1, Southgate Second Addition (2421 Williams Parkway SW).
- The property is zoned R-2 (One and Two Family Residential).
- The applicant's lot fronts the Williams Brothers Pipeline and is already setback slightly further than is required.
- The property to the south is not in the City limits and is currently agricultural crop land.

RECOMMENDATION: Review variance standards in Section 9.D.3.a.1-4 to see if there are practicable difficulties, reasonableness, uniqueness, and essential character.

3. ROCK OF LIFE CHURCH CRC SIGN HEIGHT VARIANCE-FILE NO. 16-05:

- The applicant is Rock of Life Church- CRC (Christian Reformed Church), Willmar, MN.
- The applicant is requesting and 11 foot high freestanding sign on property legally described as follows: part of SW ¼ of SW ¼ of NE ¼ Section 22, Range 35, Township 119 (1708 8th St. SW).
- The property is zoned R-2 (One and Two Family Residential).
- The zoning ordinance limits the sign height to 6' in residential districts.
- The property to the north east and west is zoned R-2, to the south is industrial.

RECOMMENDATION: Review variance standards in Section 9.D.3.a.1-4 to see if there are practicable difficulties, reasonableness, uniqueness, and essential character.

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Vendor Payments History Report
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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AMERICAN WELDING & GAS I			000057							
47317	10/12/16	FIRE EXT. INSPECTION	60.00		04291142		D N	MTCE. OF EQUIPME	101.41408.0334	
47317	10/12/16	FIRE EXT. INSPECTION	80.00		04291143		D N	MTCE. OF EQUIPME	101.45427.0334	
47317	10/12/16	WELDING GAS	38.95		04332832		D N	GENERAL SUPPLIES	101.43425.0229	
			178.95							
		VENDOR TOTAL	178.95							
AMERIPRIDE LINEN & APPAR			000051							
47318	10/12/16	TOWEL SERVICE	40.86		2200822509		D N	CLEANING AND WAS	101.43425.0338	
47318	10/12/16	TOWEL SERVICE	43.29		2200827899		D N	CLEANING AND WAS	101.43425.0338	
			84.15							
		VENDOR TOTAL	84.15							
ANDERSON LAW OFFICES			002954							
47319	10/12/16	LEGAL SERVICES-SEP	10,155.53		STMT/9-16		D M 07	PROFESSIONAL SER	101.41406.0446	
ANDERSON/ALEXANDER			003265							
47320	10/12/16	REID TRAINING	39.81		100716		D N	TRAVEL-CONF.-SCH	101.42411.0333	
APPLIED CONCEPTS INC			001525							
47321	10/12/16	STALKER MESSAGE TRAIL	12,500.00		293907		D N	FURNITURE AND EQ	450.42411.0552	
BACKES TECHNOLOGY SERVIC			000087							
47322	10/12/16	TERM. 5 CAT 5E CABLES	40.00		15284		D N	MTCE. OF STRUCTU	101.45433.0225	
47322	10/12/16	TERM./PULL 6 TV CABLES	80.00		15284		D N	MTCE. OF STRUCTU	101.45433.0225	
47322	10/12/16	TERM. 5 CAT 5E CABLES	285.00		15284		D N	MTCE. OF STRUCTU	101.45433.0335	
47322	10/12/16	TERM./PULL 6 TV CABLES	285.00		15284		D N	MTCE. OF STRUCTU	101.45433.0335	
47322	10/12/16	18 BUTTON DISPLAY PHONE	150.00		15299		D N	MTCE. OF EQUIPME	101.45433.0224	
47322	10/12/16	INST./PROGRAMMED PHONE	95.00		15299		D N	MTCE. OF EQUIPME	101.45433.0334	
47322	10/12/16	CK LINES TO ALARM PANEL	95.00		15336		D N	MTCE. OF STRUCTU	651.48484.0335	
			1,030.00							
		VENDOR TOTAL	1,030.00							
BECKER ARENA PRODUCTS IN			000097							
47323	10/12/16	ICE STAKES FOR GOALS	405.79		1003618		D N	MTCE. OF EQUIPME	101.45433.0224	
BERNICK'S PEPSI-COLA CO			000103							
47324	10/12/16	OFFICE COFFEE	78.96		17373		D N	GENERAL SUPPLIES	101.43425.0229	
47324	10/12/16	CONCESSION SUPPLIES	516.35		178380		D N	GENERAL SUPPLIES	101.45433.0229	
47324	10/12/16	CONCESSION SUPPLIES	328.44		21334		D N	GENERAL SUPPLIES	101.45433.0229	
			923.75							
		VENDOR TOTAL	923.75							
BOLTON & MENK INC			001010							
47325	10/12/16	FAIRGROUNDS L.S.	8,074.20		0194567		D N	MTCE. OF OTHER I	432.48509.0336	
47325	10/12/16	IND. PARK 4TH ADDITION	9,806.50		0194568		D N	PROFESSIONAL SER	414.48455.0446	
			17,880.70							
		VENDOR TOTAL	17,880.70							

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VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT		
BRAD'S PLUMBING				001896													
47326	10/12/16		TEST/INSPECT RPZ-LABOR	227.50			7286						D	N	MTCE. OF EQUIPME	651.48485.0334	
BRAUN INTERTEC CORPORATI				000117													
47327	10/12/16		GEOTECHNICAL EVALUATIO	5,300.00			B071644						D	N	PROFESSIONAL SER	101.43417.0446	
BSE				001980													
47328	10/12/16		L.S. WIRING/ELEC PARTS	28.59			911841108						D	N	MTCE. OF STRUCTU	432.48507.0225	
47328	10/12/16		L.S. WIRING/ELEC PARTS	85.40			911859418						D	N	MTCE. OF STRUCTU	432.48507.0225	
47328	10/12/16		LIGHT SOCKETS	10.48			911872316						D	N	MTCE. OF STRUCTU	101.43425.0225	
47328	10/12/16		L.S. WIRING/ELEC PARTS	18.62			911872323						D	N	MTCE. OF STRUCTU	432.48507.0225	
47328	10/12/16		L.S. WIRING/ELEC PARTS	35.18			911912172						D	N	MTCE. OF STRUCTU	432.48507.0225	
47328	10/12/16		GURI SHELTER LT REPAIR	6.00			911919006						D	N	MTCE. OF STRUCTU	101.43425.0225	
				184.27													
VENDOR TOTAL				184.27													
BUSINESSWARE SOLUTIONS				002776													
47329	10/12/16		HP LASERJET PRINTER	1,438.00			261996						D	N	SMALL TOOLS	101.41403.0221	
CALVIN/MARVIN B				001998													
47330	10/12/16		WACF AWARDS	60.00			100616						D	N	TRAVEL-CONF.-SCH	101.41401.0333	
47330	10/12/16		CHMBR POLICY COMM. MTG	65.40			100716						D	N	TRAVEL-CONF.-SCH	101.41401.0333	
				125.40													
VENDOR TOTAL				125.40													
CARD SERVICES				002552													
47331	10/12/16		PROGRAM SUPPLIES	9.11			091208						D	N	GENERAL SUPPLIES	101.45437.0229	
47331	10/12/16		CONCESSION SUPPLIES	58.98			091512						D	N	GENERAL SUPPLIES	101.45433.0229	
47331	10/12/16		FLWRS-SEEHUSEN FUNERAL	60.92			092108						D	N	GENERAL SUPPLIES	101.43425.0229	
47331	10/12/16		CONCESSION SUPPLIES	37.12			092314						D	N	GENERAL SUPPLIES	101.45433.0229	
47331	10/12/16		HALLIDAY-FAREWELL COFFEE	79.98			092809						D	N	GENERAL SUPPLIES	101.41403.0229	
47331	10/12/16		HALLIDAY-FAREWELL COFFEE	149.63			092809						D	N	GENERAL SUPPLIES	101.41403.0229	
				395.74													
VENDOR TOTAL				395.74													
CARRANZA/NOE				002547													
47332	10/12/16		INTERPRETED 10/03/16	100.00			100316						D	M	07	PROFESSIONAL SER	101.42411.0446

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	B	X	M	ACCOUNT NAME	ACCOUNT
CENTRAL COMMUNITY TRANSIT	003178														
	47334	10/12/16	CITY'S SHARE TRANSIT	20,000.00		6165		D	N					OTHER SERVICES	101.43001.0339
CENTRAL LAKES REST. SUPP	002049														
	47335	10/12/16	REPL. HOT DOG MACHINE	846.00		170198		D	N					MTCE. OF EQUIPME	101.45433.0224
CENTRAL MN DUST CONTROL	002890														
	47336	10/12/16	DUST CNTL APPLICATION	474.50		3121		D	N					MTCE. OF OTHER I	651.48486.0336
CHAMBERLAIN OIL CO	000154														
	47337	10/12/16	OIL	411.95		164831		D	N					MOTOR FUELS AND	651.48484.0222
CHARTER COMMUNICATIONS	000736														
	47338	10/12/16	PHONE SERV 10/16-11/15	47.20		1136/10-16		D	N					COMMUNICATIONS	101.41409.0330
	47338	10/12/16	PHONE SERV 10/04-11/03	111.81		2919/10-16		D	N					COMMUNICATIONS	101.41409.0330
	47338	10/12/16	PHONE SERV 10/12-11/11	63.01		3941/10-16		D	N					COMMUNICATIONS	101.41409.0330
	47338	10/12/16	PHONE SERV 10/10-11/09	60.12		4972/10-16		D	N					COMMUNICATIONS	101.41409.0330
				282.14											
			VENDOR TOTAL	282.14											
						*CHECK TOTAL									
CONTINENTAL RESEARCH COR	000178														
	47339	10/12/16	DEGREASER FOR SHOP	690.76		440723-CRC-1		D	N					GENERAL SUPPLIES	101.43425.0229
CROW CHEMICAL & LIGHTING	000186														
	47340	10/12/16	CLEANING SUPPLIES	36.20		7656		D	N					CLEANING AND WAS	651.48484.0228
	47340	10/12/16	CLEANING SUPPLIES	11.98		7662		D	N					CLEANING AND WAS	101.45433.0228
	47340	10/12/16	CLEANING SUPPLIES	64.40		7700		D	N					CLEANING AND WAS	101.43425.0228
				112.58											
			VENDOR TOTAL	112.58											
						*CHECK TOTAL									
CUMMINS NPOWER LLC	000903														
	47341	10/12/16	PAINT-JOTS GENERATORS	24.70		100-26685		D	N					MTCE. OF EQUIPME	651.48485.0224
CUSTOMIZED FIRE RESCUE	.02601														
	47342	10/12/16	ANHYDROUS AMMONIA COURSE	450.00		895		D	N					TRAVEL-CONF.-SCH	101.42412.0333
DAIRYLAND SUPPLY INC	003271														
	47343	10/12/16	HONEYWAGON PARTS	281.30		111912		D	N					MTCE. OF EQUIPME	651.48486.0224
DELL MARKETING LP	001747														
	47344	10/12/16	HR COMPUTER MONITOR	155.99		XK1P6DR71		D	N					SMALL TOOLS	101.41409.0221
	47344	10/12/16	MONITOR SPEAKER	26.24		XK1R6C7P8		D	N					SMALL TOOLS	101.41409.0221
	47344	10/12/16	KEYBOARDS	300.93		XK1WMRJ11		D	N					MTCE. OF EQUIPME	101.41409.0224
				483.16											
			VENDOR TOTAL	483.16											
						*CHECK TOTAL									
DEPT OF HUMAN SERVICES	000009														
	47345	10/12/16	CLEANING SERVICES-AUG	1,628.00		00000370524		D	N					CLEANING AND WAS	101.45433.0338

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
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	47346	10/12/16	MN APA CONFERENCE	10.00		100516		D N	TRAVEL-CONF.-SCH	101.41402.0333
DIAMOND VOGEL PAINT CENT			000205							
	47347	10/12/16	FIELD MARKING PAINT	155.10		821060960		D N	GENERAL SUPPLIES	101.43425.0229
	47347	10/12/16	PAINT FOR BLDG	65.98		821061004		D N	MTCE. OF STRUCTU	101.45433.0225
	47347	10/12/16	PAINT FOR BLDG	30.85		821061036		D N	MTCE. OF STRUCTU	101.42412.0225
	47347	10/12/16	HYDRANT PAINT	50.64		821061036		D N	MTCE. OF OTHER I	101.42412.0226
				302.57	*CHECK	TOTAL				
			VENDOR TOTAL	302.57						
DOMINO'S PIZZA			000210							
	47348	10/12/16	CONCESSION SUPPLIES	51.49		091716		D N	GENERAL SUPPLIES	101.45433.0229
DOOLEY'S PETROLEUM INC			000212							
	47349	10/12/16	150 GALLONS UNLEADED	354.15		222566		D N	MOTOR FUELS AND	651.48484.0222
DOOLEY'S PETROLEUM INC			002163							
	47316	10/11/16	4,999 GALLONS UNLEADE	10,137.96		769587		D N	INVENTORIES-MDSE	101.125000
	47316	10/11/16	2,501 GALLONS DIESEL	4,751.88		769588		D N	INVENTORIES-MDSE	101.125000
				14,889.84	*CHECK	TOTAL				
	47350	10/12/16	4,500 GAL LOW LEAD FU	14,923.40		125648		D N	AV GAS LOW LEAD	230.125002
	47350	10/12/16	193 GALLONS UNLEADED	443.90		801776		D N	MOTOR FUELS AND	651.48484.0222
	47350	10/12/16	7,302 GAL JET A FUEL	15,588.31		878540		D N	JET A FUEL	230.125001
				30,955.61	*CHECK	TOTAL				
			VENDOR TOTAL	45,845.45						
EDUCATION & TRNG SERVICE			.02332							
	47351	10/12/16	LINDAHL-SEMINAR REGIS.	499.00		100716		D N	TRAVEL-CONF.-SCH	651.48484.0333
ELECTRIC MOTOR COMPANY			.02340							
	47352	10/12/16	RESTROOM BLOWER REPAIR	92.59		743		D N	MTCE. OF STRUCTU	101.43425.0225
ELECTRIC PUMP INC			000788							
	47353	10/12/16	HANG CABLES IN WETWELL	43.87		0058832		D N	MTCE. OF STRUCTU	651.48485.0225
EMERGENCY RESPONSE SOLUT			003048							
	47354	10/12/16	FIRE HOSE	674.11		7206		D N	SMALL TOOLS	101.42412.0221
ER PORTAL SOFTWARE INC			002945							
	47355	10/12/16	2017 SOFTWARE SUPPORT	1,425.00		INV30289		D N	PREPAID EXPENSES	651.128000
	47355	10/12/16	2016 SOFTWARE SUPPORT	475.00		INV30289		D N	MTCE. OF EQUIPME	651.48484.0334
				1,900.00	*CHECK	TOTAL				
			VENDOR TOTAL	1,900.00						
ERIC'S AVIATION SERVICES			002998							
	47356	10/12/16	FUEL SYS MGMT 9/1-9/7	630.00		681		D N	PROFESSIONAL SER	230.43430.0446
	47356	10/12/16	FUEL SYS MGMT 9/8-9/14	600.00		681		D N	PROFESSIONAL SER	230.43430.0446
				1,230.00	*CHECK	TOTAL				

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
ERIC'S AVIATION SERVICES			002998							
VENDOR TOTAL				1,230.00						
ERICKSON P & H OF BLOMKE			002912							
47357	10/12/16	MOP SINK FAUCET		165.00		16152		D N	MTCE. OF EQUIPME	101.42412.0224
ETTERMAN ENTERPRISES			001567							
47358	10/12/16	EYE BOLTS		7.91		246693		D M 07	MTCE. OF EQUIPME	651.48484.0224
FANCY COATS			002172							
47359	10/12/16	K-9 BOARDING FEE		122.91		092916		D N	PROFESSIONAL SER	101.42411.0446
FANTASTIC SAM'S			.02187							
47360	10/12/16	SIGN DEPOSIT REF 2016-23		100.00		082516		D N	DEPOSITS-SIGN PE	101.230001
FARM-RITE EQUIPMENT			003002							
47361	10/12/16	#142781-DOOR PARTS		199.83		P09095		D N	MTCE. OF EQUIPME	101.43425.0224
47361	10/12/16	#142781-FUEL FILTERS		119.98		P09101		D N	MTCE. OF EQUIPME	101.43425.0224
47361	10/12/16	#142781-DOOR SPRING		35.51		P09119		D N	MTCE. OF EQUIPME	101.43425.0224
VENDOR TOTAL				355.32	*CHECK TOTAL					
FARNAM'S GENUINE PARTS			000249							
47362	10/12/16	LIGHTS		12.33		757518		D N	INVENTORIES-MDSE	101.125000
FASTENAL COMPANY			001188							
47363	10/12/16	SUPPLIES		20.53		MNWIL149172		D N	GENERAL SUPPLIES	651.48484.0229
FELT/JAMES E			000993							
47364	10/12/16	FUEL REIMBURSEMENT		45.00		100516		D N	MOTOR FUELS AND	101.42411.0222
47364	10/12/16	PARTS-NT VISION GOGGLES		11.99		100516		D N	MTCE. OF EQUIPME	101.42411.0224
VENDOR TOTAL				56.99	*CHECK TOTAL					
FISCHER/BETH			002484							
47365	10/12/16	CELL PHONE-SEP		50.00		101116		D M 07	COMMUNICATIONS	208.45005.0330
47365	10/12/16	CELL PHONE-OCT		50.00		101116		D M 07	COMMUNICATIONS	208.45005.0330
47365	10/12/16	MILEAGE 8/9-10/10/16		782.46		101116		D M 07	TRAVEL-CONF.-SCH	208.45005.0333
VENDOR TOTAL				882.46	*CHECK TOTAL					
FLAHERTY & HOOD P.A.			001449							
47366	10/12/16	LEGAL SERVICES-SEP		11,437.02		9386		D M 07	PROFESSIONAL SER	101.41406.0446
FLEETPRIDE			002973							
47367	10/12/16	LIGHT LENS		4.74		80225173		D N	MTCE. OF EQUIPME	101.43425.0224
47367	10/12/16	TIRE PRESS. HOSE ASSY.		84.79		80225173		D N	MTCE. OF EQUIPME	101.43425.0224
47367	10/12/16	BATTERIES FOR GENERATORS		887.16		80392102		D N	MTCE. OF EQUIPME	651.48484.0224
VENDOR TOTAL				976.69	*CHECK TOTAL					

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
FLEXIBLE PIPE TOOL CO 000273										
47368 10/12/16			SWR CAMERA REPAIR-LABOR	142.50		20470		D N	MTCE. OF EQUIPME	101.43425.0334
47368 10/12/16			SWR CAMERA REPAIR-PARTS	350.25		20471		D N	MTCE. OF EQUIPME	101.43425.0224
				492.75	*CHECK	TOTAL				
VENDOR TOTAL				492.75						
FORUM COMMUNICATIONS COM 002269										
47369 10/12/16			HRNG-APPEAL FOR VARIANCE	74.16		C-03002306		D N	PRINTING AND PUB	101.41402.0331
47369 10/12/16			HRNG-APPEAL FOR VARIANCE	77.25		C-03002308		D N	PRINTING AND PUB	101.41402.0331
47369 10/12/16			HRNG-APPEAL FOR VARIANCE	74.16		C-03002313		D N	PRINTING AND PUB	101.41402.0331
47369 10/12/16			COUNCIL PROCEEDINGS PU	1,112.40		D-03008266		D N	PRINTING AND PUB	101.41401.0331
47369 10/12/16			AIRPORT CELEBRATION AD	383.14		103559/9-16		D N	ADVERTISING	101.41401.0447
				1,721.11	*CHECK	TOTAL				
VENDOR TOTAL				1,721.11						
GENERAL MAILING SERVICES 000293										
47370 10/12/16			POSTAGE	408.23		31736		D N	POSTAGE	208.45006.0223
GRAINGER INC 000786										
47371 10/12/16			HOOK FOR LIFTING CHAIN	33.52		9231629974		D N	GENERAL SUPPLIES	651.48484.0229
47371 10/12/16			WATER PROOF PAPER	117.54		9237787750		D N	GENERAL SUPPLIES	651.48485.0229
				151.06	*CHECK	TOTAL				
VENDOR TOTAL				151.06						
HAUG-KUBOTA LLC 002609										
47372 10/12/16			#151344-HEADLAMP ASSY.	119.60		R8575		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#151344 REPAIR-PARTS	145.29		17967R		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#151344 REPAIR-LABOR	108.90		17967R		D N	MTCE. OF EQUIPME	101.43425.0334
47372 10/12/16			KUBOTA MOWER LIFT ARMS	924.32		8574		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#150302-DRAIN PLUG/GSKT	8.20		8646		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			STEERING ARMS	244.08		8667		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#150302-WHL STUDS/NUTS	38.01		8676		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#150302-HYDRO ARM/BRNG	144.23		8677		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			STRNG LINK/PINS/BSHNGS	661.08		8703		D N	MTCE. OF EQUIPME	101.43425.0224
47372 10/12/16			#151344-MOWER WHEELS	231.32		8709		D N	MTCE. OF EQUIPME	101.43425.0224
				2,625.03	*CHECK	TOTAL				
VENDOR TOTAL				2,625.03						
HAWKINS INC 000325										
47373 10/12/16			FERRIC CHLORIDE	4,643.71		3956499 RI		D N	GENERAL SUPPLIES	651.48484.0229
47373 10/12/16			FERRIC CHLORIDE	4,655.34		3961454 RI		D N	GENERAL SUPPLIES	651.48484.0229
				9,299.05	*CHECK	TOTAL				
VENDOR TOTAL				9,299.05						
HEGLUND CATERING 002036										
47374 10/12/16			CVB BOARD LUNCHES	10.90		9601		D N	TRAVEL-CONF.-SCH	101.41401.0333
47374 10/12/16			CVB BOARD LUNCHES	10.90		9601		D N	TRAVEL-CONF.-SCH	101.45433.0333
47374 10/12/16			CVB BOARD LUNCHES	106.98		9601		D N	TRAVEL-CONF.-SCH	208.45005.0333
				128.78	*CHECK	TOTAL				
VENDOR TOTAL				128.78						

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HERITAGE BANK			000001							
	261	09/30/16	WFA FHLB-3130A9EG2	2,000,000.00		093016		M N	INVESTMENTS	101.109000
HIGH POINT NETWORKS INC			002299							
	47375	10/12/16	2017 SWITCH/ROUTER WARR.	177.75		87562		D N	PREPAID EXPENSES	101.128000
	47375	10/12/16	2016 SWITCH/ROUTER WARR.	59.25		87562		D N	SUBSCRIPTIONS AN	101.41409.0443
	47375	10/12/16	2017 ANTI VIRUS FILTER	1,338.36		88045		D N	PREPAID EXPENSES	101.128000
	47375	10/12/16	2018 ANTI VIRUS FILTER	1,338.36		88045		D N	PREPAID EXPENSES	101.128000
	47375	10/12/16	2019 ANTI VIRUS FILTER	1,003.72		88045		D N	PREPAID EXPENSES	101.128000
	47375	10/12/16	2016 ANTI VIRUS FILTER	334.56		88045		D N	LICENSES AND TAX	101.41409.0445
				4,252.00	*CHECK TOTAL					
			VENDOR TOTAL	4,252.00						
HILLYARD FLOOR CARE SUPP			000333							
	47376	10/12/16	MOPS/TRASH CANS	424.19		602254531		D N	CLEANING AND WAS	101.45433.0228
	47376	10/12/16	15 GAL. WET/DRY VAC	150.00		602254532		D N	SMALL TOOLS	101.45433.0221
	47376	10/12/16	BATTERY FOR CLNG MACHINE	287.22		602257172		D N	MTCE. OF EQUIPME	101.43425.0224
	47376	10/12/16	CLEANING SUPPLIES	549.77		602257172		D N	CLEANING AND WAS	101.43425.0228
				1,411.18	*CHECK TOTAL					
			VENDOR TOTAL	1,411.18						
HOME DEPOT CREDIT SERVIC			000058							
	47377	10/12/16	KEY FOR TRLR LOCK/WD-40	6.97		3103328		D N	GENERAL SUPPLIES	101.42411.0229
	47377	10/12/16	RETURN TRLR LOCK KEY	2.12CR		3103338		D N	GENERAL SUPPLIES	101.42411.0229
	47377	10/12/16	KEYS FOR RADAR TRAILER	13.92		6113797		D N	GENERAL SUPPLIES	101.42411.0229
	47377	10/12/16	PAINT FOR TARGETS	103.27		6114125		D N	GENERAL SUPPLIES	101.42411.0229
	47377	10/12/16	MOUNTING TAPE FOR RIFLES	14.92		6573670		D N	GENERAL SUPPLIES	101.42411.0229
				136.96	*CHECK TOTAL					
			VENDOR TOTAL	136.96						
HUMANE SOCIETY OF KANDIY			002110							
	47378	10/12/16	ANIMAL CARE SERV-4TH Q	9,700.00		7485		D N	OTHER SERVICES	101.42411.0339
IN CONTROL INC			002486							
	47379	10/12/16	L.S. ENGINEERING SERV	3,491.70		14136KC04		D N	MTCE. OF OTHER I	432.48507.0336
	47379	10/12/16	L.S. LEVEL CONTROLS	1,404.49		14136KD01		D N	MTCE. OF EQUIPME	651.48485.0224
				4,896.19	*CHECK TOTAL					
			VENDOR TOTAL	4,896.19						
INDEPENDENT SCHOOL DIST			000348							
	47380	10/12/16	MAR CER	1,144.86		100716		D N	DUE TO SCHOOL -	101.223002
JAGUSH/JEFFREY			003037							
	47381	10/12/16	MILEAGE 9/13-10/7/16	43.20		101016		D N	TRAVEL-CONF.-SCH	101.43425.0333
	47381	10/12/16	MILEAGE 9/13-10/7/16	43.20		101016		D N	TRAVEL-CONF.-SCH	651.48484.0333
				86.40	*CHECK TOTAL					
			VENDOR TOTAL	86.40						

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JOB SHQ			002923							
	47382	10/12/16	FIREFIGHTER POSITION AD	806.80		103559/9-16		D N	ADVERTISING	101.42412.0447
KANDIYOHI CO AUDITOR			000376							
	47383	10/12/16	LANDFILL CHARGES-SEP	75.00		369553		D N	CLEANING AND WAS	101.45433.0338
	47383	10/12/16	LANDFILL CHARGES-SEP	41.28		369916		D N	CLEANING AND WAS	101.45433.0338
	47383	10/12/16	LANDFILL CHARGES-SEP	16.10		369927		D N	CLEANING AND WAS	101.45433.0338
	47383	10/12/16	LANDFILL CHARGES-SEP	28.55		370485		D N	CLEANING AND WAS	101.43425.0338
				160.93	*CHECK	TOTAL				
			VENDOR TOTAL	160.93						
KANDIYOHI CO PUBLIC HEAL			000378							
	47384	10/12/16	FLU SHOT ADMINISTRATIO	2,067.00		1133		D N	SAFETY PROGRAM	101.42428.0817
KANDIYOHI CO RECORDER'S			000382							
	47385	10/12/16	PLAT COPIES FEE	10.00		SOP-069817		D N	OFFICE SUPPLIES	101.43417.0220
KENNEDY & GRAVEN, CHARTE			002520							
	47386	10/12/16	2016B GO SWR REV NOTE	5,500.00		WL300-30		D N	PROFESSIONAL SER	432.48508.0446
KING'S ELECTRIC LLC			003138							
	47387	10/12/16	REPAIR EXT. BLDG OUTLETS	132.44		388		D M 07	MTCE. OF STRUCTU	101.42412.0225
	47387	10/12/16	REPAIR EXT. BLDG OUTLETS	293.00		388		D M 07	MTCE. OF STRUCTU	101.42412.0335
	47387	10/12/16	ROOF EXHAUST FAN REPAIR	0.64		393		D M 07	MTCE. OF STRUCTU	101.42412.0225
	47387	10/12/16	ROOF EXHAUST FAN REPAIR	236.00		393		D M 07	MTCE. OF STRUCTU	101.42412.0335
	47387	10/12/16	ELEC SIGN MTCE-PARTS	348.58		394		D M 07	MTCE. OF OTHER I	101.42412.0226
	47387	10/12/16	ELEC SIGN MTCE-LABOR	236.00		394		D M 07	MTCE. OF OTHER I	101.42412.0336
	47387	10/12/16	LAMP DISPOSAL	4.80		394		D M 07	CLEANING AND WAS	101.42412.0338
				1,251.46	*CHECK	TOTAL				
			VENDOR TOTAL	1,251.46						
LAKESIDE PRESS			001646							
	47388	10/12/16	AD DEVELOPMENT	10.00		6493		D N	OTHER CHARGES	208.45007.0449
M-R SIGN CO INC			000424							
	47389	10/12/16	PLAYGROUND SIGNS	102.78		192729		D N	MTCE. OF OTHER I	101.43425.0226
MADISON NATIONAL LIFE			003237							
	47390	10/12/16	LIFE INSURANCE-OCT	50.40		M303		D N	COBRA INS PREMIU	101.120001
	47390	10/12/16	LIFE INSURANCE-OCT	20.70		M303		D N	EMPLOYER INSUR.	101.41400.0114
	47390	10/12/16	LIFE INSURANCE-OCT	51.75		M303		D N	EMPLOYER INSUR.	101.41402.0114
	47390	10/12/16	LIFE INSURANCE-OCT	7.76		M303		D N	EMPLOYER INSUR.	101.41403.0114
	47390	10/12/16	LIFE INSURANCE-OCT	41.40		M303		D N	EMPLOYER INSUR.	101.41405.0114
	47390	10/12/16	LIFE INSURANCE-OCT	10.35		M303		D N	EMPLOYER INSUR.	101.41408.0114
	47390	10/12/16	LIFE INSURANCE-OCT	41.40		M303		D N	EMPLOYER INSUR.	101.41409.0114
	47390	10/12/16	LIFE INSURANCE-OCT	2.59		M303		D N	EMPLOYER INSUR.	101.41424.0114
	47390	10/12/16	LIFE INSURANCE-OCT	1,335.25		M303		D N	INS. PASS THROUG	101.41428.0819
	47390	10/12/16	LIFE INSURANCE-OCT	333.80		M303		D N	EMPLOYER INSUR.	101.42411.0114
	47390	10/12/16	LIFE INSURANCE-OCT	31.05		M303		D N	EMPLOYER INSUR.	101.42412.0114
	47390	10/12/16	LIFE INSURANCE-OCT	41.39		M303		D N	EMPLOYER INSUR.	101.43417.0114

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MADISON NATIONAL LIFE			003237											
	47390	10/12/16	LIFE INSURANCE-OCT	214.25		M303		D	N				EMPLOYER INSUR.	101.43425.0114
	47390	10/12/16	LIFE INSURANCE-OCT	10.35		M303		D	N				EMPLOYER INSUR.	101.45432.0114
	47390	10/12/16	LIFE INSURANCE-OCT	31.05		M303		D	N				EMPLOYER INSUR.	101.45433.0114
	47390	10/12/16	LIFE INSURANCE-OCT	6.21		M303		D	N				EMPLOYER INSUR.	101.45435.0114
	47390	10/12/16	LIFE INSURANCE-OCT	5.18		M303		D	N				EMPLOYER INSUR.	101.45437.0114
	47390	10/12/16	LIFE INSURANCE-OCT	105.57		M303		D	N				EMPLOYER INSUR.	651.48484.0114
	47390	10/12/16	LIFE INSURANCE-OCT	10.35		M303		D	N				EMPLOYER INSUR.	651.48485.0114
	47390	10/12/16	LIFE INSURANCE-OCT	10.35		M303		D	N				EMPLOYER INSUR.	651.48486.0114
				2,361.15		*CHECK TOTAL								
			VENDOR TOTAL	2,361.15										
MATHESON TRI-GAS INC			002898											
	47391	10/12/16	WELDING GAS	74.80		14137806		D	N				GENERAL SUPPLIES	101.45433.0229
MCGUIRE/MICHAEL			003272											
	47392	10/12/16	MILEAGE 9/19-9/22/16	231.12		100316		D	N				TRAVEL-CONF.-SCH	101.41400.0333
	47392	10/12/16	MEALS 9/19-9/22/16	54.98		100316		D	N				TRAVEL-CONF.-SCH	101.41400.0333
				286.10		*CHECK TOTAL								
			VENDOR TOTAL	286.10										
MENARDS			000449											
	47393	10/12/16	GORILLA TAPE	4.79		14029		D	N				GENERAL SUPPLIES	101.41408.0229
	47393	10/12/16	GORILLA SUPER GLUE GEL	11.94		14059		D	N				GENERAL SUPPLIES	101.45433.0229
	47393	10/12/16	CAULKING	10.00		14103		D	N				GENERAL SUPPLIES	101.43425.0229
	47393	10/12/16	LOCATE PAINT	4.97		14180		D	N				GENERAL SUPPLIES	651.48484.0229
	47393	10/12/16	12 GAL. BOX W/ LID	20.91		14219		D	N				GENERAL SUPPLIES	101.42411.0229
	47393	10/12/16	17 GAL. BOX W/ LID	9.98		14219		D	N				GENERAL SUPPLIES	101.42411.0229
	47393	10/12/16	SHOP SUPPLIES	11.07		14264		D	N				GENERAL SUPPLIES	651.48484.0229
	47393	10/12/16	SUPPLIES	10.83		14279		D	N				GENERAL SUPPLIES	651.48486.0229
	47393	10/12/16	PLUMBING PARTS	7.58		14582		D	N				MTCE. OF STRUCTU	101.43425.0225
	47393	10/12/16	EQUIP CART SUPPLIES	320.25		14665		D	N				MTCE. OF EQUIPME	101.45433.0224
	47393	10/12/16	TOOL & PARTS STORAGE	36.30		14728		D	N				MTCE. OF EQUIPME	651.48486.0224
				448.62		*CHECK TOTAL								
			VENDOR TOTAL	448.62										
MID CENTRAL DOOR CO			000859											
	47394	10/12/16	DOOR ADJUSTMENTS-LABOR	39.00		0032054		D	N				MTCE. OF STRUCTU	101.45433.0335
MIKE'S SMALL ENGINE CENT			002699											
	47395	10/12/16	42" PUSH MOWER/BAGGER	2,045.00		109638		D	N				SMALL TOOLS	101.42412.0221
	47395	10/12/16	CHAIN SAW OIL	48.95		5414		D	N				MOTOR FUELS AND	101.42412.0222
				2,093.95		*CHECK TOTAL								
			VENDOR TOTAL	2,093.95										
MILLER SANITATION			002936											
	47396	10/12/16	GARBAGE SERVICE-OCT	154.50		1298/10-16		D	N				CLEANING AND WAS	101.45433.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	49.28		1298/10-16		D	N				CLEANING AND WAS	101.45433.0338

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MILLER SANITATION			002936							
	47396	10/12/16	GARBAGE SERVICE-OCT	52.70		1300/10-16		D N	CLEANING AND WAS	101.42412.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	64.74		1301/10-16		D N	CLEANING AND WAS	101.41408.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	64.74		1301/10-16		D N	CLEANING AND WAS	101.45427.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	251.31		1302/10-16		D N	CLEANING AND WAS	101.43425.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	24.34		1303/10-16		D N	CLEANING AND WAS	651.48484.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	48.67		1304/10-16		D N	CLEANING AND WAS	651.48484.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	161.04		1304/10-16		D N	CLEANING AND WAS	651.48484.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	49.67		1305/10-16		D N	CLEANING AND WAS	101.45435.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	73.92		1305/10-16		D N	CLEANING AND WAS	101.45435.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	58.64		1378/10-16		D N	CLEANING AND WAS	101.43425.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	616.55		1379/10-16		D N	CLEANING AND WAS	101.43425.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	61.60		1379/10-16		D N	CLEANING AND WAS	101.43425.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	29.57		1379/10-16		D N	CLEANING AND WAS	101.43425.0338
	47396	10/12/16	GARBAGE SERVICE-OCT	251.60		1388/10-16		D N	CLEANING AND WAS	101.43425.0338
			VENDOR TOTAL	2,012.87	*CHECK	TOTAL				
				2,012.87						
MINI BIFF LLC			001805							
	47397	10/12/16	TOILET RENTALS-AUG	77.01		A-81713		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-AUG	154.02		A-81714		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-AUG	77.01		A-81715		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-AUG	77.01		A-81719		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-AUG	77.01		A-81722		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-AUG	76.76		A-81798		D N	RENTS	101.45432.0440
	47397	10/12/16	TOILET RENTALS-AUG	51.35		A-81875		D N	RENTS	101.43425.0440
	47397	10/12/16	TOILET RENTALS-SEP	112.22		A-82105		D N	RENTS	230.43430.0440
			VENDOR TOTAL	702.39	*CHECK	TOTAL				
				702.39						
MN DEPT OF LABOR & INDUS			000522							
	47398	10/12/16	3RD QTR SURCHARGE PYMT	5,289.90		100616		D N	OTHER CHARGES	101.41402.0449
MN DEPT OF TRANSPORTATIO			000497							
	47399	10/12/16	MIX FOR STREET PATCHING	431.82		P00006433		D N	MTCE. OF OTHER I	101.43425.0226
MN ELEVATOR INC			000499							
	47400	10/12/16	ELEVATOR SERVICE	147.12		679276		D N	MTCE. OF STRUCTU	101.41408.0335
MSPN INC			001685							
	47401	10/12/16	DESTINATIONS AD	380.00		14109		D N	ADVERTISING	208.45006.0447
	47401	10/12/16	DESTINATIONS AD	380.00		14109		D N	OTHER CHARGES	208.45010.0449
			VENDOR TOTAL	760.00	*CHECK	TOTAL				
				760.00						
MUNICIPAL UTILITIES			000541							
	47402	10/12/16	UTILITIES FOR SEP	2,800.97		9/16		D N	UTILITIES	101.41408.0332
	47402	10/12/16	UTILITIES FOR SEP	522.08		9/16		D N	UTILITIES	101.41409.0332
	47402	10/12/16	UTILITIES FOR SEP	4,309.67		9/16		D N	UTILITIES	101.43425.0332
	47402	10/12/16	UTILITIES FOR SEP	1,875.88		9/16		D N	UTILITIES	101.45427.0332

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MUNICIPAL UTILITIES			000541							
	47402	10/12/16	UTILITIES FOR SEP	14,710.64		9/16		D N	UTILITIES	101.45433.0332
	47402	10/12/16	UTILITIES FOR SEP	1,297.56		9/16		D N	UTILITIES	101.45435.0332
	47402	10/12/16	UTILITIES FOR SEP	2,244.72		9/16		D N	UTILITIES	101.45437.0332
	47402	10/12/16	UTILITIES FOR SEP	83.25		9/16		D N	UTILITIES	230.43430.0332
	47402	10/12/16	UTILITIES FOR SEP	858.89		9/16		D N	UTILITIES	651.48484.0332
	47402	10/12/16	ADMIN FEE-SEP	1,500.00		9/16		D N	PROFESSIONAL SER	651.48484.0446
	47402	10/12/16	ADMIN FEE-OCT	1,500.00		9/16		D N	PROFESSIONAL SER	651.48484.0446
	47402	10/12/16	UTILITIES FOR SEP	1,929.48		9/16		D N	UTILITIES	651.48485.0332
				33,633.14	*CHECK	TOTAL				
			VENDOR TOTAL	33,633.14						
MVTL LABORATORIES INC			000544							
	47403	10/12/16	LAB TESTING	45.00		829685		D N	PROFESSIONAL SER	651.48484.0446
	47403	10/12/16	LAB TESTING	45.00		830631		D N	PROFESSIONAL SER	651.48484.0446
				90.00	*CHECK	TOTAL				
			VENDOR TOTAL	90.00						
NAMEPLATES			000546							
	47404	10/12/16	MYLAR LABELS	226.99		371154		D N	OFFICE SUPPLIES	101.41403.0220
NELSON AUTO CENTER			002398							
	47405	10/12/16	2017 FORD INTERCEPTOR	27,008.95		F7157		D N	MACHINERY AND AU	450.42411.0553
NELSON INTERNATIONAL			000568							
	47406	10/12/16	#022446 REPAIR-PARTS	648.45		R101004715:01		D N	MTCE. OF EQUIPME	101.42412.0224
	47406	10/12/16	#022446 REPAIR-LABOR	378.10		R101004715:01		D N	MTCE. OF EQUIPME	101.42412.0334
				1,026.55	*CHECK	TOTAL				
			VENDOR TOTAL	1,026.55						
NOR-MAR INDUSTRIES LTD			.02602							
	47407	10/12/16	TRUCK HOIST CNTRL UNIT	442.09		S0-11250		D N	MTCE. OF EQUIPME	651.48484.0224
NORTHERN BUSINESS PRODUC			002322							
	47408	10/12/16	DESK CALENDARS	26.98		87415-0		D N	OFFICE SUPPLIES	101.45432.0220
	47408	10/12/16	OFFICE SUPPLIES	156.95		89707-0		D N	OFFICE SUPPLIES	101.41410.0220
	47408	10/12/16	OFFICE SUPPLIES	13.49		89707-1		D N	OFFICE SUPPLIES	101.41410.0220
	47408	10/12/16	OFFICE SUPPLIES	49.47		94773-0		D N	OFFICE SUPPLIES	651.48484.0220
				246.89	*CHECK	TOTAL				
			VENDOR TOTAL	246.89						
NORTHERN STAR COUNCIL			003189							
	47409	10/12/16	ADVISOR FEE/MBRSHIP DUES	184.00		100516		D N	SUBSCRIPTIONS AN	101.42411.0443
NORTHERN STATES SUPPLY			000585							
	47410	10/12/16	MARKING PAINT	7.90		10-543273		D N	GENERAL SUPPLIES	101.43425.0229
	47410	10/12/16	MARKING PAINT	15.80		10-543284		D N	GENERAL SUPPLIES	101.43425.0229
	47410	10/12/16	MARKING PAINT	3.95		10-543300		D N	GENERAL SUPPLIES	101.43425.0229

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NORTHERN STATES SUPPLY			000585												
	47410	10/12/16	GRINDER CUT-OFF WHEELS	13.80		10-543564		D	N					SMALL TOOLS	101.43425.0221
	47410	10/12/16	DRILL BITS	105.51		10-543605		D	N					SMALL TOOLS	101.43425.0221
	47410	10/12/16	SMALL TOOLS	9.26		10-543608		D	N					SMALL TOOLS	101.43425.0221
	47410	10/12/16	BOLTS FOR FENCING	2.47		10-543679		D	N					MTCE. OF OTHER I	101.43425.0226
	47410	10/12/16	MARKING PAINT	94.80		10-543785		D	N					GENERAL SUPPLIES	101.43425.0229
	47410	10/12/16	MARKING PAINT	47.40		10-543835		D	N					GENERAL SUPPLIES	101.43425.0229
	47410	10/12/16	BOLTS	50.50		1079398		D	N					MTCE. OF EQUIPME	101.43425.0224
	47410	10/12/16	BOLTS	12.00		1080240		D	N					MTCE. OF EQUIPME	101.43425.0224
			VENDOR TOTAL	363.39		*CHECK TOTAL									
O'REILLY AUTOMOTIVE INC			000650												
	47411	10/12/16	FUSES FOR TRUCK	3.59		1528-444614		D	N					MTCE. OF EQUIPME	101.42412.0224
	47411	10/12/16	FLOOR DRY	51.92		1528-444614		D	N					GENERAL SUPPLIES	101.42412.0229
	47411	10/12/16	HEADLIGHT	6.93		1528-446035		D	N					MTCE. OF EQUIPME	101.42411.0224
	47411	10/12/16	HEADLIGHT SOCKET	7.99		1528-447334		D	N					MTCE. OF EQUIPME	101.42411.0224
			VENDOR TOTAL	70.43		*CHECK TOTAL									
ONEBIRD LLC			002717												
	47412	10/12/16	TRAVEL GUIDE AD-SEP	24.75		1265		D	N					OTHER CHARGES	208.45010.0449
PACES LODGING			.02603												
	47413	10/12/16	SIGN DEPOSIT REF 2016-24	100.00		100716		D	N					DEPOSITS-SIGN PE	101.230001
PERKINS LUMBER CO INC			000604												
	47414	10/12/16	RETURNED WOOD/PLYWOOD	166.44CR		43588202		D	N					MTCE. OF EQUIPME	101.45433.0224
	47414	10/12/16	LOCKER ROOM IMPR.-PARTS	56.94		43588203		D	N					MTCE. OF STRUCTU	101.45433.0225
	47414	10/12/16	WOOD FOR BENCHES	58.24		43592993		D	N					MTCE. OF EQUIPME	101.45433.0224
	47414	10/12/16	SMALL TOOLS	15.49		43592994		D	N					SMALL TOOLS	101.45433.0221
	47414	10/12/16	INST. PARK LIBRARIES	63.35		43594018		D	N					MTCE. OF OTHER I	101.43425.0226
	47414	10/12/16	INST. PARK LIBRARIES	30.85		43594418		D	N					MTCE. OF OTHER I	101.43425.0226
	47414	10/12/16	MAT'L FOR BLA DOOR	160.48		43595206		D	N					MTCE. OF STRUCTU	101.45433.0225
	47414	10/12/16	MAT'L FOR BLA DOOR	40.18		43595370		D	N					MTCE. OF STRUCTU	101.45433.0225
			VENDOR TOTAL	259.09		*CHECK TOTAL									
PETERSON SHOE STORE			000608												
	47415	10/12/16	GEHRKING-SAFETY BOOTS	175.00		176149		D	N					SUBSISTENCE OF P	101.45433.0227
	47415	10/12/16	LOISELLE-SAFETY BOOTS	175.00		176772		D	N					SUBSISTENCE OF P	101.43425.0227
	47415	10/12/16	HATZINGER-SAFETY BOOTS	169.99		176781		D	N					SUBSISTENCE OF P	651.48484.0227
			VENDOR TOTAL	519.99		*CHECK TOTAL									
PLEAA			.01978												
	47416	10/12/16	LAUGHLIN-SEMINAR REGIS.	55.00		100716		D	N					TRAVEL-CONF.-SCH	101.42411.0333

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
PLUMBING & HEATING OF WI			000618							
	47417	10/12/16	DOG PARK PLUMBING PARTS	144.96		21819		D N	MTCE. OF OTHER I	101.43425.0226
REVIZE LLC			003242							
	47418	10/12/16	CITY WEBSITE PROJECT	4,700.00		4446		D N	OTHER IMPROVEMEN	450.41409.0554
RICE HEALTH FOUNDATION			.00731							
	47419	10/12/16	MAYOR'S CONTINGENCY FUND	200.00		092916		D N	OTHER SERVICES	101.41401.0339
RICE HOSPITAL			001166							
	47420	10/12/16	DRAW CHG-CASE 16013669	35.45		8481		D N	PROFESSIONAL SER	101.42411.0446
	47420	10/12/16	DRAW CHG-CASE 16013818	35.45		8481		D N	PROFESSIONAL SER	101.42411.0446
	47420	10/12/16	DRAW CHG-CASE 16014551	35.45		8481		D N	PROFESSIONAL SER	101.42411.0446
				106.35						
			VENDOR TOTAL	106.35		*CHECK TOTAL				
ROSEMEIER/THOMAS J			001742							
	47421	10/12/16	MN DLI COURSE-MILEAGE	55.08		092916		D N	TRAVEL-CONF.-SCH	101.41402.0333
ROSENBAUER MINNESOTA LLC			003062							
	47422	10/12/16	#1310522-GRAB HANDLE	86.29		0000021799		D N	MTCE. OF EQUIPME	101.42412.0224
	47422	10/12/16	#1310522-BRACKET	49.80		0000021814		D N	MTCE. OF EQUIPME	101.42412.0224
				136.09						
			VENDOR TOTAL	136.09		*CHECK TOTAL				
RUNNING'S SUPPLY INC			001418							
	47423	10/12/16	ADJ. 18" WRENCH	53.99		4027409		D N	SMALL TOOLS	651.48484.0221
	47423	10/12/16	DRAIN TILE LINE-28TH ST	19.12		4028270		D N	MTCE. OF OTHER I	101.43425.0226
	47423	10/12/16	BUSHING FOR PUMP	3.79		4033303		D N	MTCE. OF EQUIPME	101.45433.0224
	47423	10/12/16	ANTIFREEZE-PARK SHUTDOWN	209.40		4033488		D N	MTCE. OF STRUCTU	101.43425.0225
	47423	10/12/16	WORK GLOVES	16.47		4038473		D N	GENERAL SUPPLIES	651.48484.0229
	47423	10/12/16	DOG FOOD	99.68		4039817		D N	SUBSISTENCE OF P	101.42411.0227
	47423	10/12/16	REPL. POOL PUMP	239.99		4040506		D N	MTCE. OF OTHER I	101.45437.0226
				642.44						
			VENDOR TOTAL	642.44		*CHECK TOTAL				
SAND ELECTRIC			000678							
	47424	10/12/16	REPAIR COMPRESSORS-LABOR	480.00		4806		D N	MTCE. OF EQUIPME	101.45433.0334
SERVICE CENTER/CITY OF W			000685							
	47425	10/12/16	GAS-42.98 GALLONS	90.08		STMT/9-16		D N	MOTOR FUELS AND	101.41402.0222
	47425	10/12/16	GAS-13.96 GALLONS	30.15		STMT/9-16		D N	MOTOR FUELS AND	101.41408.0222
	47425	10/12/16	GAS-1663.28 GALLONS	3,304.88		STMT/9-16		D N	MOTOR FUELS AND	101.42411.0222
	47425	10/12/16	DIESEL-269.84 GALLONS	395.75		STMT/9-16		D N	MOTOR FUELS AND	101.42412.0222
	47425	10/12/16	GAS-138.41 GALLONS	272.14		STMT/9-16		D N	MOTOR FUELS AND	101.42412.0222
	47425	10/12/16	GAS-87.47 GALLONS	179.75		STMT/9-16		D N	MOTOR FUELS AND	101.43417.0222
	47425	10/12/16	DIESEL-1935.18 GALLONS	2,999.57		STMT/9-16		D N	MOTOR FUELS AND	101.43425.0222
	47425	10/12/16	GAS-956.39 GALLONS	1,887.31		STMT/9-16		D N	MOTOR FUELS AND	101.43425.0222
	47425	10/12/16	GAS-38.53 GALLONS	74.36		STMT/9-16		D N	MOTOR FUELS AND	101.45433.0222
	47425	10/12/16	DIESEL-67.49 GALLONS	105.97		STMT/9-16		D N	MOTOR FUELS AND	651.48485.0222

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SERVICE CENTER/CITY OF W			000685							
			VENDOR TOTAL	9,339.96						
				9,339.96						
SMEBY/ROSS			002570							
47426	10/12/16	MILEAGE 9/1-9/30/16		50.76		100516		D N	TRAVEL-CONF.-SCH	101.41409.0333
SPICER SPORTS AND MARINE			000571							
47427	10/12/16	PROPELLER FOR MOTOR		158.22		183034		D N	MTCE. OF EQUIPME	101.43425.0224
STERLING WATER-MINNESOTA			000188							
47428	10/12/16	DRINKING WATER		125.50		00077131/7-16		D N	SUBSISTENCE OF P	651.48484.0227
47428	10/12/16	DRINKING WATER RATE ADJ.		8.70	CR	00077131/8-16		D N	SUBSISTENCE OF P	651.48484.0227
47428	10/12/16	SOFTENER SALT		25.00		00077131/9-16		D N	GENERAL SUPPLIES	651.48484.0229
47428	10/12/16	WTR SYSTEM SERVICE CALL		6.15		00086488/9-16		D N	MTCE. OF EQUIPME	101.42411.0334
47428	10/12/16	DRINKING WATER		23.00		00088997/6-16		D N	SUBSISTENCE OF P	101.45427.0227
47428	10/12/16	DRINKING WATER		18.50		00088997/7-16		D N	SUBSISTENCE OF P	101.45427.0227
47428	10/12/16	SOFTENER SALT		89.50		00088997/8-16		D N	GENERAL SUPPLIES	101.45427.0229
47428	10/12/16	DRINKING WATER		17.00		00088997/9-16		D N	SUBSISTENCE OF P	101.45427.0227
47428	10/12/16	WTR PURIFIER RENTAL-AUG		36.50		01454495/7-16		D N	RENTS	101.41408.0440
47428	10/12/16	DRINKING WATER		23.00		01454495/8-16		D N	SUBSISTENCE OF P	101.41408.0227
47428	10/12/16	WTR PURIFIER RENTAL-SEP		36.50		01454495/8-16		D N	RENTS	101.41408.0440
47428	10/12/16	WTR PURIFIER RENTAL-OCT		36.50		01454495/9-16		D N	RENTS	101.41408.0440
47428	10/12/16	SOFTENER SALT		28.85		01465137/7-16		D N	GENERAL SUPPLIES	230.43430.0229
47428	10/12/16	SOFTENER SALT		28.85		01465137/9-16		D N	GENERAL SUPPLIES	230.43430.0229
47428	10/12/16	SOFTENER SALT		28.85		01465145/7-16		D N	GENERAL SUPPLIES	101.45435.0229
47428	10/12/16	SOFTENER SALT		28.85		01465145/9-16		D N	GENERAL SUPPLIES	101.45435.0229
47428	10/12/16	SOFTENER SALT		318.50		01465160/8-16		D N	GENERAL SUPPLIES	101.45433.0229
				862.35						
			VENDOR TOTAL	862.35						
SUMMIT COMPANIES			002555							
47429	10/12/16	ALARM MONITORING-4TH QTR		105.00		1146652		D N	MTCE. OF STRUCTU	101.41408.0335
SW - WEST CNTRL SERVICES			000892							
47430	10/12/16	HEALTH INSURANCE-NOV		720.00		C303		D N	COBRA INS PREMIU	101.120001
47430	10/12/16	HEALTH INSURANCE-NOV		1,428.00		C303		D N	EMPLOYER INSUR.	101.41400.0114
47430	10/12/16	HEALTH INSURANCE-NOV		5,453.00		C303		D N	EMPLOYER INSUR.	101.41402.0114
47430	10/12/16	HEALTH INSURANCE-NOV		2,995.51		C303		D N	EMPLOYER INSUR.	101.41403.0114
47430	10/12/16	HEALTH INSURANCE-NOV		4,868.50		C303		D N	EMPLOYER INSUR.	101.41405.0114
47430	10/12/16	HEALTH INSURANCE-NOV		1,428.00		C303		D N	EMPLOYER INSUR.	101.41408.0114
47430	10/12/16	HEALTH INSURANCE-NOV		5,365.00		C303		D N	EMPLOYER INSUR.	101.41409.0114
47430	10/12/16	HEALTH INSURANCE-NOV		356.99		C303		D N	EMPLOYER INSUR.	101.41424.0114
47430	10/12/16	HEALTH INSURANCE-NOV		9,534.00		C303		D N	RETIRED EMPLOYEE	101.41428.0818
47430	10/12/16	HEALTH INSURANCE-NOV		20,719.32		C303		D N	INS. PASS THROUG	101.41428.0819
47430	10/12/16	HEALTH INSURANCE-NOV		41,975.00		C303		D N	EMPLOYER INSUR.	101.42411.0114
47430	10/12/16	HEALTH INSURANCE-NOV		2,856.00		C303		D N	EMPLOYER INSUR.	101.42412.0114
47430	10/12/16	HEALTH INSURANCE-NOV		5,494.50		C303		D N	EMPLOYER INSUR.	101.43417.0114
47430	10/12/16	HEALTH INSURANCE-NOV		22,961.78		C303		D N	EMPLOYER INSUR.	101.43425.0114
47430	10/12/16	HEALTH INSURANCE-NOV		584.50		C303		D N	EMPLOYER INSUR.	101.45432.0114

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	B	X	M	ACCOUNT NAME	ACCOUNT
SW - WEST CNTRL SERVICES			000892												
	47430	10/12/16	HEALTH INSURANCE-NOV	3,937.00		C303		D	N					EMPLOYER INSUR.	101.45433.0114
	47430	10/12/16	HEALTH INSURANCE-NOV	350.70		C303		D	N					EMPLOYER INSUR.	101.45435.0114
	47430	10/12/16	HEALTH INSURANCE-NOV	714.00		C303		D	N					EMPLOYER INSUR.	101.45437.0114
	47430	10/12/16	HEALTH INSURANCE-NOV	9,824.70		C303		D	N					EMPLOYER INSUR.	651.48484.0114
	47430	10/12/16	HEALTH INSURANCE-NOV	1,428.00		C303		D	N					EMPLOYER INSUR.	651.48485.0114
	47430	10/12/16	HEALTH INSURANCE-NOV	1,428.00		C303		D	N					EMPLOYER INSUR.	651.48486.0114
				144,422.50	*CHECK	TOTAL									
			VENDOR TOTAL	144,422.50											
THOMPSON *PETTY CASH/JU			003273												
	47431	10/12/16	TO REIMBURSE PETTY CASH	48.05		101216		D	N					PETTY CASH	101.102000
	47431	10/12/16	TO REIMBURSE PETTY CASH	37.54		101216		D	N					TRAVEL-CONF.-SCH	101.41401.0333
	47431	10/12/16	TO REIMBURSE PETTY CASH	93.41		101216		D	N					GENERAL SUPPLIES	101.41403.0229
	47431	10/12/16	TO REIMBURSE PETTY CASH	11.00		101216		D	N					LICENSES AND TAX	101.42411.0445
	47431	10/12/16	TO REIMBURSE PETTY CASH	10.00		101216		D	N					OTHER CHARGES	230.43430.0449
				200.00	*CHECK	TOTAL									
			VENDOR TOTAL	200.00											
TRAVEL GUIDES FREE			003223												
	47432	10/12/16	TRAVEL GUIDE AD-SEP	200.00		3053		D	N					OTHER CHARGES	208.45010.0449
US BANK EQUIPMENT FINANC			003143												
	47433	10/12/16	COPIER LEASE-OCT	176.58		314169145		D	N					RENTS	101.42412.0440
	47433	10/12/16	COPIER LEASE-OCT	340.00		314384934		D	N					RENTS	101.41410.0440
				516.58	*CHECK	TOTAL									
			VENDOR TOTAL	516.58											
WALLACE/TIMOTHY			002971												
	47434	10/12/16	FUEL REIMB.-HONOR GUARD	29.50		132		D	N					MOTOR FUELS AND	101.42411.0222
WEST CENTRAL COMMUNICATI			000796												
	47435	10/12/16	REPL. BASE RADIO/REMOT	2,806.40		082307S		D	N					INSURANCE DEDUCT	101.41428.0822
	47435	10/12/16	RADIO/ANTENNA REPAIR	71.36		082565S		D	N					MTCE. OF EQUIPME	101.42412.0224
	47435	10/12/16	RADIO/ANTENNA REPAIR	75.00		082565S		D	N					MTCE. OF EQUIPME	101.42412.0334
	47435	10/12/16	RADIO REPAIR/INST.-PARTS	8.31		082570S		D	N					MTCE. OF EQUIPME	101.42412.0224
	47435	10/12/16	RADIO REPAIR/INST.-LABOR	180.00		082570S		D	N					MTCE. OF EQUIPME	101.42412.0334
	47435	10/12/16	SPEAKER MIC REPAIR-LABOR	25.00		082571S		D	N					MTCE. OF EQUIPME	101.42412.0334
				3,166.07	*CHECK	TOTAL									
			VENDOR TOTAL	3,166.07											
WEST CENTRAL ELECTRIC SU			000798												
	47436	10/12/16	SIGNAL REPAIR-PARTS	13.90		1219293-00101		D	N					MTCE. OF OTHER I	101.43417.0226
WEST CENTRAL INDUSTRIES			000801												
	47437	10/12/16	CLEAN AND SECURE PARKS	1,254.96		474		D	N					OTHER SERVICES	101.43425.0339
WEST CENTRAL ROOFING			000927												
	47438	10/12/16	ROOF REPAIR-LABOR	2,865.00		13095		D	N					MTCE. OF STRUCTU	101.45433.0335

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WEST CENTRAL SANITATION 000805	47439	10/12/16	GARBAGE SERVICE-OCT	26.43		6806100/10-16		D N	CLEANING AND WAS	230.43430.0338
WESTBERG, EISCHEM PLLP 000809	47440	10/12/16	AUDIT AT 12/31/15	25,000.00		30445		D N	PROFESSIONAL SER	101.41405.0446
WILLMAR AUTO VALUE 002689	47441	10/12/16	OIL FILTER	4.98		22190944		D N	MTCE. OF EQUIPME	651.48486.0224
	47441	10/12/16	U-JOINTS	39.98		22191410		D N	INVENTORIES-MDSE	101.125000
			VENDOR TOTAL	44.96		*CHECK TOTAL				
WILLMAR CHAMBER OF COMME 000812	47442	10/12/16	DIRECTOR SALARY	4,375.84		STMT/9-16		D N	SALARIES-REG. EM	208.45005.0110
	47442	10/12/16	ASSISTANT SALARY	2,379.52		STMT/9-16		D N	SALARIES-REG. EM	208.45005.0110
	47442	10/12/16	FICA & INSURANCE	1,424.55		STMT/9-16		D N	EMPLOYER PENSION	208.45005.0113
	47442	10/12/16	IRA CONTRIBUTION	202.66		STMT/9-16		D N	EMPLOYER PENSION	208.45005.0113
	47442	10/12/16	STATE UNEMPLOYMENT TAX	11.88		STMT/9-16		D N	EMPLOYER PENSION	208.45005.0113
	47442	10/12/16	MN WORKFORCE FEE	11.88		STMT/9-16		D N	EMPLOYER PENSION	208.45005.0113
	47442	10/12/16	PHOTO COPIES-SEP	35.60		STMT/9-16		D N	OFFICE SUPPLIES	208.45005.0220
	47442	10/12/16	PAYROLL/FLEX FEE	41.20		STMT/9-16		D N	OTHER SERVICES	208.45005.0339
	47442	10/12/16	OFFICE RENT-SEP	626.61		STMT/9-16		D N	RENTS	208.45005.0440
	47442	10/12/16	ANDERSON-CORRIDOR EVENT	15.00		44772		D N	TRAVEL-CONF.-SCH	101.41401.0333
	47442	10/12/16	MAIL PICKUP FEE-AUG	50.00		44798		D N	POSTAGE	208.45005.0223
	47442	10/12/16	INTERNET 08/18-09/17/16	41.70		44798		D N	COMMUNICATIONS	208.45005.0330
	47442	10/12/16	MANAGED IT 08/12-09/11	66.72		44798		D N	COMMUNICATIONS	208.45005.0330
			VENDOR TOTAL	9,283.16		*CHECK TOTAL				
WILLMAR DOWNTOWN DEVELOP 002348	47443	10/12/16	4TH QTR OPERATIONAL BD	9,250.00		1101		D N	CIVIC PROMOTION	101.45428.0812
WINDSTREAM 002100	47444	10/12/16	PHONE SERV-SEP	373.22		STMT/9-16		D N	COMMUNICATIONS	101.41409.0330
	47444	10/12/16	PHONE SERV CREDIT	94.96CR		STMT/9-16		D N	COMMUNICATIONS	101.45433.0330
	47444	10/12/16	PHONE SERV-SEP	298.51		STMT/9-16		D N	COMMUNICATIONS	230.43430.0330
	47444	10/12/16	PHONE SERV-SEP	86.49		STMT/9-16		D N	COMMUNICATIONS	651.48484.0330
			VENDOR TOTAL	663.26		*CHECK TOTAL				
WULFF INVESTMENTS LLC .02604	47445	10/12/16	SIGN DEPOSIT REF 2016-25	100.00		090116		D N	DEPOSITS-SIGN PE	101.230001
XEROX BUSINESS SERVICES 000131	47446	10/12/16	2017 AS400 HOSTING	1,762.71		1306596		D N	PREPAID EXPENSES	101.128000
	47446	10/12/16	2016 AS400 HOSTING	881.36		1306596		D N	SUBSCRIPTIONS AN	101.41409.0443
			VENDOR TOTAL	2,644.07		*CHECK TOTAL				

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
5 STAR WALT'S LLC			000790							
	47447	10/12/16	24.919 GALLONS DIESEL	58.78		090116		D N	MOTOR FUELS AND	101.43425.0222
71 AGGREGATE			002040							
	47448	10/12/16	MIX FOR STREET PATCHIN	1,500.83		3103CC		D N	MTCE. OF OTHER I	101.43425.0226
	47448	10/12/16	MIX FOR STREET PATCHING	291.26		3114CC		D N	MTCE. OF OTHER I	101.43425.0226
	47448	10/12/16	GRAVEL	474.68		3147CC		D N	MTCE. OF OTHER I	101.43425.0226
	47448	10/12/16	GRAVEL	352.69		3158CC		D N	MTCE. OF OTHER I	101.43425.0226
	47448	10/12/16	MIX FOR STREET PATCHIN	1,201.28		3179CC		D N	MTCE. OF OTHER I	101.43425.0226
	47448	10/12/16	GRAVEL	124.13		3189CC		D N	MTCE. OF OTHER I	101.43425.0226
				3,944.87	*CHECK TOTAL					
			VENDOR TOTAL	3,944.87						

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				2,491,184.95						

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CITY OF WILLMAR
GL060S-V08.03 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	2,339,217.01
208	CONVENTION & VISITORS BUREAU	11,660.58
230	WILLMAR MUNICIPAL AIRPORT	32,329.82
414	S.A.B.F. - #2014	9,806.50
432	C.P. - WASTE TREATMENT	17,233.69
450	CAPITAL IMPROVEMENT FUND	44,208.95
651	WASTE TREATMENT	36,728.40
TOTAL ALL FUNDS		2,491,184.95

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,491,184.95
TOTAL ALL BANKS		2,491,184.95

City of Willmar

Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI024046	9/28/2016	Nissen/Craig H 1034 Hill Road SW	95-600-0700 Block 4 Orchard Hill, Nursery Add	Reroofing Residential Add/Alter	Residential Reroof	\$3,000.00	\$31.50
WI024088	9/1/2016	Okay Home Solutions Llc 309 Augusta Ave SE	95-180-0080 Block 1 Erickson's Addition	Single Family Replace	Gas Furnace Replacement	\$0.00	\$31.00
WI026387	9/13/2016	Chet Sommers 1300 Westwood Court NW	95-562-0040 Lot 4, Block 1 Northwood Estates 2nd Addition	Reroofing Residential Add/Alter	Residential Reroof	\$9,000.00	\$34.50
WI026389	9/16/2016	Willms/George E & Adeline R 2306 6th St NE	95-137-0213 Lot 9, Block 3 Country Club Terrace	Reroofing Residential Add/Alter	Residential Reroof	\$7,165.00	\$33.58
WI026470	9/13/2016	Bollig/Verle F & Elizabeth 2407 4th Ave SE	95-668-1425 Block 8 Pheasant Run	Siding Residential Add/Alter	Residential Reside	\$5,200.00	\$52.60
WI026472	9/1/2016	Lankenau/Troy A & Victoria L 908 2nd St SW	95-280-2030 Lot 3, Block 12 Hanson's Addition To Willmar	Single Family Replace	Gas Furnace Replacement	\$0.00	\$31.00
WI026473	9/1/2016	Peterson/Jason D & Nicholle 715 Mary Ave SE	95-914-1870	Single Family Replace	A/C Replacement	\$0.00	\$26.00
WI026476	9/9/2016	Baker/David J & Mary P 2655 1st St S	95-788-0010 Lot 1, Block 1 Super 8 Addition	Alteration Commercial Add/Alter	Repair flood damage	\$20,000.00	\$297.25
WI026486	9/1/2016	Sombke/Brock G & Kimberly S 1617 Minnesota Ave SW	95-040-0410 Block 5 Barnstad's Addition To The City Of Willmar	Drainage system Residential Add/Alter	Residential Drainage System	\$9,470.00	\$231.89
WI026489	9/1/2016	Carlson/Myron R & Carolyn 812 10th St SW	95-590-0210 Block 2 Nyquist's North Orchard Addition	Drainage system Residential Add/Alter	Install 47' of interior drainage system	\$2,775.00	\$106.04
WI026495	9/14/2016	Huntimer/Cynthia M 524 19th St SE	95-094-0200 Lot 1, Block 1 Boulder Point	Addition Residential Add/Alter	Enclose deck with screen porch	\$10,000.00	\$232.15

City of Willmar

Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026498	9/1/2016	Benson/John W & Jill R 623 11th St SW	95-006-2810 Block 76 First Addition To The Town Of Willmar	Drainage system Residential Add/Alter	Install 128' of interior drain tile system	\$7,265.00 \$195.78
WI026504	9/8/2016	Reeb/Paul L & Bonnie L 536 7th St NW	95-710-0310 Block 3 Seminary Addition	Reroofing Residential Add/Alter	Residential Reroof	\$10,560.00 \$35.28
WI026505	9/2/2016	Okay Home Solutions Llc 205 8th St SW	95-003-3750 Block 33 Willmar, Town Of (Original)	Reroofing Commercial Add/Alter	Commercial Reroof	\$1,800.00 \$57.65
WI026506	9/9/2016	Garberding/Ronald J 1302 Gorton Ave NW	95-009-0300 Lot 13, Block 126 Second Addition To Willmar	Alteration Residential Add/Alter	Replace pt of Foundation & Install Drainage System	\$4,765.00 \$142.03
WI026507	9/1/2016	State Of Minnesota 611 High Ave NE	95-911-0880	Addition Commercial Add/Alter	Construct 1369 sf garage addn	\$942,000.00 \$8,334.49
WI026508	9/21/2016	State Of Minnesota 611 High Ave NE	95-911-0880	Commercial/Ind New	HVAC installation for shop addition	\$339,000.00 \$3,559.50
WI026509	9/21/2016	State Of Minnesota 611 High Ave NE	95-911-0880	Commercial/Ind New	Plumbing for shop addition	\$0.00 \$91.00
WI026510	9/1/2016	Alcarraz/Eva M 1106 23rd St SE	95-127-0030 Lot 3, Block 1 Carriage Homes (Puc #17)	Single Family Replace	Water Heater Replacement	\$0.00 \$26.00
WI026511	9/1/2016	Gould/Frederick J 1301 17th St SW	95-921-5720	Single Family Replace	Water Heater Replacement	\$0.00 \$26.00
WI026512	9/1/2016	Frost/Evonne C 613 2nd St SW	95-006-1560 Lot 11, Block 67 First Addition To The Town Of Willmar	Single Family Replace	Water Heater Replacement	\$0.00 \$26.00
WI026513	9/1/2016	Mia Iii Llc 3001 1st St S	95-085-0010	New Commercial New	Construct 55171 sf, Merchantile building	\$5,706,337.00 \$32,476.85
WI026515	9/1/2016	Mia Iii Llc 3001 1st St S	95-085-0010	New Commercial New	WAC and SAC and 8" WM extension	\$0.00 \$4,650.03

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026516	9/15/2016	Hagfors/Warren E & Marie E 707 24th St SE	95-666-0090 Block 2 Pheasant Meadows	Single Family Replace Gas Furnace Replacement	\$0.00	\$31.00
WI026517	9/2/2016	Larson/Myron D & Betty M 212 Terrace Dr SW	95-330-0070 Lot 7, Block 1 Hillside Terrace	Single Family Replace Gas Furnace Replacement	\$0.00	\$31.00
WI026518	9/2/2016	Emmen/Teresa M 616 Richland Ave SW	95-680-0160 Lot 16, Block 1 Portland Acres	Reroofing Residential Add/Alter Residential Reroof	\$5,000.00	\$32.50
WI026519	9/2/2016	Hippen/John T 617 2nd St SE	95-740-2090 Block 13 Spicer's Addition	Single Family Replace Gas Furnace & A/C Replacement	\$0.00	\$56.00
WI026520	9/2/2016	Kragenbring/Dorothy J 2004 11th St SW	95-132-0050 Lot 5, Block 1 Chief Addition	Reroofing Residential Add/Alter Residential Reroof	\$1,500.00	\$30.75
WI026521	9/2/2016	Pitt/Nathan 2200 23rd St SW	95-715-0750 Lot 5, Block 1 Southgate Addition	Reroofing Residential Add/Alter Residential Reroof	\$2,300.00	\$31.15
WI026522	9/2/2016	Rkbt Properties, Llc 1700 1st St S	95-922-6905	Alteration Commercial Add/Alter Repairs to xterior/ add windows and door	\$21,500.00	\$525.96
WI026523	9/2/2016	Mia Iii Llc 3001 1st St S	95-085-0010	Commercial/Ind New HVAC installation for new merchantile store	\$78,290.00	\$822.05
WI026524	9/2/2016	Helgeson Properties Llc 814 16th St SW	95-550-0030 Lot 3 Newberg's Subd.	Drainage system Residential Add/Alter Install drain tile and sump	\$4,275.00	\$141.79
WI026527	9/6/2016	Mia Iii Llc 3001 1st St S	95-085-0010	Commercial/Ind New Plumbing for new merchantile store	\$0.00	\$281.00
WI026528	9/6/2016	Emberland/Diane M 1013 Lake Ave NW	95-003-0490 Block 4 Willmar, Town Of (Original)	Single Family Replace Gas Furnace Replacement	\$0.00	\$31.00
WI026529	9/9/2016	Bus Barn Llc 1308 7th St SE	95-923-8635	Alteration Commercial Add/Alter Repair flood damasged offices	\$30,000.00	\$409.75

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026530	9/9/2016	Bergman/Justin 619 Grace Ave SW	95-090-1540 Lot 14 Booth's Addition To Willmar	Single Family Replace	Gas Furnace Replacement Verified	\$0.00	\$1.00
WI026531	9/9/2016	Landgren/Helen Jeanne 1017 Meadow Lane SW	95-600-0610 Block 4 Orchard Hill, Nursery Add	Single Family Replace	Gas Furnace & A/C Replacement Verified flood damage	\$0.00	\$1.00
WI026532	9/12/2016	Kloth/Richard & Sally 1243 Quincy Ave SW	95-690-1010 Lot 1, Block 6 Ramblewood Addition	Single Family Replace	A/C Replacement	\$0.00	\$26.00
WI026533	9/12/2016	Hines/Steven R & Becky A 813 24th Ave SW	95-867-0080 Lot 8, Block 1 West Portland Acres	Single Family Replace	Gas Furnace Replacement	\$0.00	\$31.00
WI026534	9/12/2016	County Of Kandiyohi 1801 Technology Dr NE	95-508-0560 Minnwest Technology Campus, Cic #40	Reroofing Commercial Add/Alter	Commercial Reroof	\$148,000.00	\$1,201.25
WI026535	9/12/2016	Elizondo/Patricia 324 Litchfield Ave SE	95-310-0030 Highland Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$2,400.00	\$31.20
WI026536	9/12/2016	Kleindl/Larry T 809 27th Ave SW	95-867-0560 Lot 16, Block 2 West Portland Acres	Reroofing Residential Add/Alter	Residential Reroof	\$7,000.00	\$33.50
WI026537	9/12/2016	Landberg/Ronald & Diane 1416 18th St SW	95-861-0320 Lot 2, Block 3 West Park 2nd Addition	Reroofing Residential Add/Alter	Residential Reroof	\$7,000.00	\$33.50
WI026538	9/12/2016	Kuehnast/Douglas & Donna 2301 6th Ave SE	95-668-1110 Lot 1, Block 6 Pheasant Run	Deck Residential Add/Alter	Residential Deck	\$8,200.00	\$213.75
WI026539	9/12/2016	Brower/Karen J 2104 22nd Ave SW	95-715-0220 Lot 12, Block 2 Southgate Addition	Reroofing Residential Add/Alter	Residential Reroof	\$4,000.00	\$32.00
WI026542	9/13/2016	Kandiyohi County H&R Auth 300 7th St NW	95-440-0050 Lake Front Addition	Addition Commercial Add/Alter	Add (3) antennas to	\$15,000.00	\$378.34

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026543	9/13/2016	Hagemeyer/Karla K 236 Hawaii St NE	95-730-0900 Lot 20, Block 6 Sperry's Addition	Single Family Replace	Gas Furnace Replacement Flood damaged verified	\$0.00 \$1.00
WI026545	9/13/2016	Thunstedt/Phyllis 2301 19th Ave SW	95-921-5480	Reroofing Residential Add/Alter	Residential Reroof	\$4,000.00 \$32.00
WI026546	9/13/2016	Tabora/Sandra L 211 Becker Ave SE	95-310-0330 Highland Addition To Willmar	Reroofing Residential Add/Alter	Reroof garage	\$300.00 \$30.15
WI026547	9/13/2016	Honken/Jonathan D & Shayla J 623 10th St SW	95-006-2670 Block 75 First Addition To The Town Of Willmar	Drainage system Residential Add/Alter	Install 122' of interior drainage system	\$7,020.00 \$195.66
WI026549	9/13/2016	5 Star Properties Of Willmar, 1200 1st St S	95-280-2610 Block 15 Hanson's Addition To Willmar	Commercial/Ind New	Replace TRU	\$5,900.00 \$77.95
WI026550	9/14/2016	Lundquist/Carl L & Barbara A 420 4th St SE	95-740-0360 Block 3 Spicer's Addition	Garage Garage/Shed	Construct 24' x 30' det, Garage	\$28,598.00 \$554.35
WI026552	9/14/2016	Hegstrom/Scott F & Nancy E 602 27th Ave SW	95-684-0215 Block 2 Portland Acres	Reroofing Residential Add/Alter	Residential Reroof	\$2,100.00 \$31.05
WI026553	9/14/2016	Vander Pol/Christina & Kirk 1113 4th St SW	95-280-1510 Block 8 Hanson's Addition To Willmar	Single Family New	Water Heater Replacement	\$0.00 \$51.00
WI026554	9/14/2016	Acorn Ventures Scandia Woods 404 16th Ave SW	95-700-0010 Block 1 Scandia Terrace Addition	Commercial/Ind Replace	Replace boilers and all hydronic heating	\$65,000.00 \$682.50
WI026555	9/14/2016	Croom/Jon W & Joann J 1121 3rd St SW	95-280-2490 Lot 9, Block 14 Hanson's Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof / Garage only	\$500.00 \$30.25
WI026556	9/14/2016	Elseth/Jason B & Kari A 1201 6th St SW	95-480-0130 Block 1 Leary's Addition	Siding Residential Add/Alter	Residential Reside	\$10,760.00 \$55.38

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026557	9/14/2016	Volk/Shane P & Stephanie E 1707 15th St NW	95-604-0420 Lot 23, Block 3 Oslo Meadows	Garage Garage/Shed	Move in 12' x 32' Storage Bldg.	\$15,252.00 \$339.78
WI026559	9/15/2016	Vander Pol/Christina & Kirk 1113 4th St SW	95-280-1510 Block 8 Hanson's Addition To Willmar	Alteration Residential Add/Alter	Finish bsmt, install new bathroom, bedrooms, drainage system	\$26,200.00 \$527.95
WI026561	9/16/2016	Ellingboe/Larry 3016 2nd Ave NW	95-835-0380 Lot 15, Block 2 Vos Park	Siding Residential Add/Alter	Residential Reside	\$10,000.00 \$55.00
WI026562	9/19/2016	Reyes/Gilbert/Jr/& Victoria 3005 3rd Ave NW	95-835-0440 Lot 21, Block 2 Vos Park	Deck Residential Add/Alter	Construct 16' x 18' deck	\$2,100.00 \$105.70
WI026563	9/19/2016	Kandiyohi Power Cooperative 1311 Business 71 N	95-911-0200	Alteration Commercial Add/Alter	Commercial interior remodel foe new tenant	\$48,500.00 \$957.74
WI026564	9/19/2016	Cairns/William & Carole 2701 19th Ave SW	95-921-5895	New New Single-Family Dwelling	New Home and Garage	\$252,959.00 \$2,439.63
WI026565	9/19/2016	Cairns/William & Carole 2701 19th Ave SW	95-921-5895	Single Family New	Residential Plumbing - New Home	\$0.00 \$163.00
WI026566	9/19/2016	Cairns/William & Carole 2701 19th Ave SW	95-921-5895	Single Family New	Residential HVAC - New Home	\$252,959.00 \$127.48
WI026568	9/20/2016	Leopold/William & Carol 1013 5th St SW	95-280-0500 Lot 10, Block 3 Hanson's Addition To Willmar	Single Family Replace	Gas Furnace & A/C Replacement	\$0.00 \$56.00
WI026569	9/20/2016	Schmidt/Scott M & Luann C 310 13th St SW	95-006-8380 Block 120 First Addition To The Town Of Willmar	Single Family Replace	Gas Furnace & A/C Replacement	\$0.00 \$56.00
WI026570	9/20/2016	Gasca-Ortega/Alberto 324 5th St SW	95-003-4860 Block 42 Willmar, Town Of (Original)	Commercial/Ind New	Install class 1 & 2 commercial exhaust hoods	\$40,000.00 \$420.00
WI026572	9/20/2016	M & S Properties Of Willmar 217 Industrial Dr SW	95-916-3550	Window Replacement Commercial Add/Alter	Replace commercial window	\$1,500.00 \$80.78

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026573	9/20/2016	Kaukauna Of Minnesota Llc 527 1st St S	95-012-0440 Third Addition To Willmar	Reroofing Commercial Add/Alter	Commercial Reroof	\$19,276.00 \$296.89
WI026576	9/20/2016	Rudnick/James J & Lisa B 1609 Hansen Drive SW	95-864-0100 Lot 10, Block 1 West Park 5th Addition	Single Family Replace	Gas Furnace Replacement Flood Damage Verified	\$0.00 \$1.00
WI026577	9/20/2016	Schlichting/Gregory & Diane 1428 Grace Ave SW	95-080-0410 Lot 11, Block 3 Bon-Van Acres	Alteration Residential Add/Alter	Reinforce foundation	\$4,800.00 \$142.05
WI026585	9/22/2016	Presbyterian Family Foundatn 1108 13th St SW	95-650-0080 Lot 8, Block 1 Pederson Subd.	Addition Residential Add/Alter	Residential Addition	\$62,550.00 \$949.68
WI026586	9/23/2016	Skaalerud/Mary Jo & Thomas B 808 10th St SW	95-590-0230 Lot 3, Block 2 Nyquist's North Orchard Addition	Single Family Replace	Gas Furnace & A/C Replacement Flood damage verified	\$0.00 \$1.00
WI026587	9/23/2016	Nelson/Mark R & Leanne R 709 9th St SW	95-006-3280 Lot 12, Block 79 First Addition To The Town Of Willmar	Single Family Replace	Gas Furnace Replacement	\$0.00 \$1.00
WI026588	9/23/2016	Vlaminck/Joshua J 721 7th St SW	95-006-3530 Lot 9, Block 81 First Addition To The Town Of Willmar	Single Family Replace	Gas Furnace Replacement	\$0.00 \$1.00
WI026589	9/23/2016	Dahlke/Wayne R & Kelly R 1024 3rd St SW	95-280-1270 Lot 7, Block 7 Hanson's Addition To Willmar	Single Family Replace	Gas Furnace Replacement	\$0.00 \$1.00
WI026592	9/23/2016	Cds Investments, Llc 331 3rd St SW	95-003-5370 Lot 9, Block 45 Willmar, Town Of (Original)	Drainage system Commercial Add/Alter	Install 20' of waterproofing/drainage	\$4,000.00 \$145.96
WI026594	9/23/2016	Randick/Chad A & Nicole M 713 10th St SW	95-006-3120 Lot 10, Block 78 First Addition To The Town Of Willmar	Single Family Replace	Water Heater Replacement	\$0.00 \$26.00

City of Willmar

Monthly External Permits Report

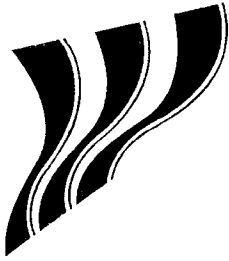
Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI026595	9/23/2016	Vera/Juan M/& Elida R Lozano 816 Mary Ave SE	95-914-2120 Deck Residential Add/Alter	Residential Deck	\$2,527.00	\$105.91
WI026596	9/23/2016	Flaten/Daniele M 1013 6th St SW	95-090-1700 Booth's Addition To Willmar Reroofing Residential Add/Alter	Residential Reroof	\$8,244.00	\$34.12
WI026597	9/23/2016	Larson/Jason A 615 15th St SW	95-570-1140 Block 8 Nursery Addition Reroofing Residential Add/Alter	Residential Reroof	\$8,900.00	\$34.45
WI026598	9/26/2016	Wadsworth/Justin W 3009 1st Ave NW	95-616-0010 Lot 1, Block 1 Park View Estates Reroofing Residential Add/Alter	Residential Reroof	\$10,800.00	\$35.40
WI026599	9/26/2016	Leenstra/Thomas J & Barbara 3025 1st Ave NW	95-616-0100 Lot 10, Block 1 Park View Estates Reroofing Residential Add/Alter	Residential Reroof	\$10,800.00	\$35.40
WI026602	9/26/2016	Konieska/Ronald 3013 1st Ave NW	95-616-0030 Lot 3, Block 1 Park View Estates Reroofing Residential Add/Alter	Residential Reroof	\$10,800.00	\$35.40
WI026603	9/26/2016	Jackson/Sandra K & Lisa A 3033 1st Ave NW	95-616-0140 Lot 14, Block 1 Park View Estates Reroofing Residential Add/Alter	Residential Reroof	\$10,800.00	\$35.40
WI026604	9/26/2016	Anda Construction Co Inc Etal3 325 Lakeland Dr SE	95-913-0997 Commercial/Ind Replace	Replace boiler	\$4,700.00	\$77.35
WI026609	9/28/2016	Degrote/Francis E & Wilamine 1505 7th St SW	95-140-0010 Block 1 Curtis Addition Reroofing Residential Add/Alter	Residential Reroof	\$5,100.00	\$32.55
WI026610	9/29/2016	Reineke/Kevin & Sherrie Prom 716 3rd St SW	95-006-3880 Lot 5, Block 84 First Addition To The Town Of Willmar Reroofing Residential Add/Alter	Residential Reroof	\$2,000.00	\$31.00
WI026612	9/29/2016	Torke/Jacob D & Lauren J 2417 Williams Pkwy SW	95-715-0930 Lot 3, Block 1 Southgate Addition Reroofing Residential Add/Alter	Residential Reroof	\$2,500.00	\$31.25

Issued Dates: 9/1/2016 to 9/30/2016
Report Name: Monthly External Permits Report
Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 10/4/2016
Page: 9

Permit #	Issued Date	Owner and Site Address	Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
Count: 90				Totals:	\$8,354,247.00	\$64,258.77
Year-to-Date Summary (1/1/2016 through 9/30/2016)						
Count: 649				YTD Totals:	\$58,888,462.00	\$502,356.62



CITY OF WILLMAR

**Planning and Development Services
City Office Building
333 SW 6th Street
Willmar, MN 56201
320-235-8311**

COUNCIL ACTION REQUEST

DATE: October 17, 2016

SUBJECT: Willmar Wye Project Update to City Council

RECOMMENDATION: N/A

BACKGROUND: Representatives of MnDOT District 8 will appear before the Council to provide an update on the Willmar Wye Project.

FINANCIAL CONSIDERATION: The City has committed to providing right-of-way for the project across the former Willmar Municipal Airport.

LEGAL: N/A

DEPARTMENT/RESPONSIBLE PARTY: Bruce D. Peterson, AICP – Director of Planning and Development Services

PROCLAMATION

City of Willmar

WHEREAS:

In August, 2015, Family Promise of Kandiyohi County began operations dedicated to helping the most vulnerable among us- children and families who are temporarily homeless;

WHEREAS:

Family Promise supports numerous congregations of our area's faith community, which provides the facilities to house and feed guest families, thereby making a real difference in the lives of their neighbors in need and;

WHEREAS:

Believing that every child deserves a home, Family Promise of Kandiyohi County and its more than 450 volunteers empower families in making their transition from homelessness to sustainable independence; and;

WHEREAS:

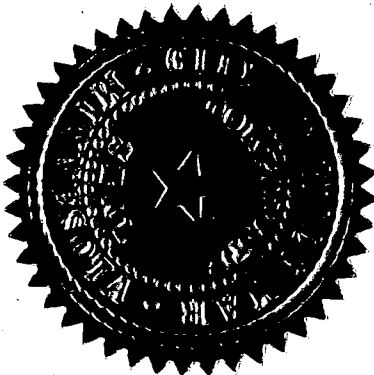
Over the past year Family Promise of Kandiyohi County has graduated at least 8 families into secure, affordable housing with a success rate of 100%.

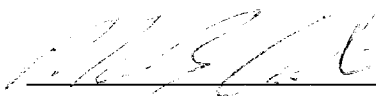
NOW, THEREFORE:

I, Marv Calvin, Mayor of the City of Willmar, do hereby proclaim the week of October 16, 2016 as:

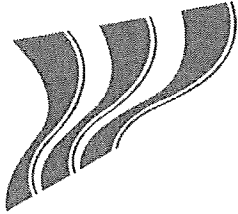
FAMILY PROMISE WEEK

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Willmar, this 3rd day of October, 2016.





Marv Calvin
Mayor



WILLMAR

Finance Director

City Office Building

333 SW 6th Street

Willmar, MN 56201

Main Number 320-235-4913

Fax Number 320-235-4917

COUNCIL ACTION REQUEST

DATE: October 10, 2016

SUBJECT: Acknowledgement of Donations

RECOMMENDATION: It is respectfully recommended the City Council approve the following:

Introduce a resolution to formally approve the donations received by the City from July 1, 2016 through September 30, 2016 for audit purposes and State compliance. The donations have been acknowledged by letter.

DESCRIPTION: The City regularly receives donations and pursuant to Council action on March 7th, a donation protocol which allows staff to promptly send a thank you letter and formally approve the donations quarterly was passed. It is at this time the Council shall receive the resolution accepting the donations for the time period as shown.

FINANCIAL CONSIDERATIONS: There are no financial implications to this action.

LEGAL: State law requires all donations to be accepted by resolution.

DEPARTMENT/RESPONSIBLE PARTY: Steve Okins, Finance Director

REVIEWED BY: Mike McGuire, Interim City Administrator

RESOLUTION NO. _____

WHEREAS, the City of Willmar has received numerous donations which have been acknowledged by the City Administrator expressing the community's appreciation for the time period of July 1, 2016 – September 30, 2016

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota that the City formally accept the donations as listed below:

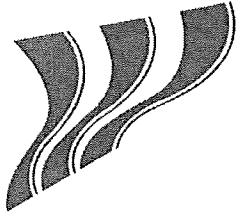
Carlson Construction	\$ 500.00	Selvig Park
Humane Society of Kandiyohi/ Meeker Counties	\$15,095.00	Water Access – Dog Park
Eric Banks	\$ 54.58	Street Signs – Johnny Sundin
Presbyterian Family Foundation	\$ 75.00	Movies in the Park
Doug Fenster	\$ 75.00	Movies in the Park
Fischer Laser Eye Center	\$ 75.00	Movies in the Park
Allergy & Asthma Specialty Clinic	\$ 50.00	Movies in the Park
Walmart	\$ 50.00	Movies in the Park
American Welding & Gas	\$ 40.00	Movies in the Park
Boline Fenster Chiropractic	\$ 100.00	Movies in the Park
Walt's	\$ 1,000.00	Movies in the Park
Viking Coca-Cola	\$ 1,000.00	Movies in the Park
Pro Color Graphics	\$ 1,000.00	Movies in the Park
Willmar Lakes Area CVB	\$ 1,000.00	Movies in the Park
Jennie-O Turkey Store	\$ 1,000.00	Movies in the Park
Fiesta Time Rentals	\$ 1,000.00	Movies in the Park
Willmar Community Ed & Rec	\$ 1,000.00	Movies in the Park

Dated this 17th day of October, 2016

MAYOR

Attest:

CITY CLERK



WILLMAR

City Clerk-Treasurer

**City Office Building
333 SW 6th Street
Willmar, MN 56201
Main Number 320-214-5166
Fax Number 320-235-4917**

COUNCIL ACTION REQUEST

DATE: October 17, 2016

SUBJECT: Agricultural Land Exemption of Special Assessments

RECOMMENDATION: It is respectfully recommended the City Council approve the following:

Introduce the Resolution to Approve the Agricultural Land Exemption of Special Assessments

BACKGROUND:

It is the policy of the City to temporarily exempt from assessments certain lands currently used for agricultural purposes. Each year contact is made with the listed land owners to ascertain their desire to place the land in agricultural use for the 2017 crop year.

Attached is a resolution listing the property owners who have made application for Agricultural Land Exemptions and have met the criteria contained in the City's Comprehensive Assessment Policy.

FINANCIAL CONSIDERATION: \$628,150.07 in Deferred Collections

LEGAL:

Department/Responsible Party: Judy R. Thompson, City Clerk

RESOLUTION NO. ____

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the installation of certain street and other improvements made under Projects No. 0501, 8606, 9101, 1404, and 1601, and certain sewer and watermain improvements made under Projects No. 9701, 9303, 9202, and 9002.

WHEREAS, Section W of the City of Willmar Comprehensive Assessment Policy allows the City to temporarily exempt from assessments certain lands currently used for agriculture purposes; and

WHEREAS, certain property owners have made application to the City for delayed payment of taxes on special assessments and have met the criteria contained in the Comprehensive Assessment Policy for said deferment;

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that special assessments as hereinafter designated be certified to the County and deferred until such property is developed or upon approval of the final plat, and that no interest be charged until such time.

BE IT FURTHER RESOLVED that upon development or plat approval that tapping fee shall be based on the project year bid price per front foot or unit, or on the current year costs at the time of connection/platting, whichever is greater:

1.	Hawkinson Land, LLC	95-924-0020	
	7340 26 th Street NE	Project 9202	\$13,005.00
	Willmar	Project 9101	51,455.70
		Project 9002	35,340.00
		Project 0501	61,137.01

Section 24, Township 119, Range 35

That part of Northwest Quarter of Northwest Quarter lying Northwesterly of Highway right-of way, except the South 125 feet of North 175 feet of West 133 feet & except part platted into Kandiyohi County State Aid Highway No. 23 right-of-way Plat No.1. (26.40 acres)

2.	Gesch Properties LLC c/o LeAnn Isaacson	95-914-2610	
	10785 46 th Place N	Project 9002	\$39,731.66
	Plymouth	Project 9303	20,130.42
		Project 0501	77,504.80
		Project 1404	180,688.13

Section 14, Township 119, Range 35

South 610 feet of Northeast Quarter except West 393.61 feet; Southeast Quarter except South 914.88 feet of West 1085 feet and except parts in plats-Bergquists Estates, Perkins Fifth Addition and Gesch Park except that part of the South Half of Northeast Quarter described as follows: Commencing 715 feet South and 393.61 feet East of Northwest Corner of Southwest Quarter Northeast Quarter, Thence East to Southwest Corner of Lot 7, Block 7 Erickson's Third Addition, Thence South 70 feet, Thence West to East Line of Welch's Addition, Thence North 70 feet to point of beginning and except part platted into Gesch YMCA Addition and except that part of the South Half of the Southeast Quarter described as follows: Beginning at the Northwest Corner of Lot 2, Block 1, Gesch YMCA Addition, Thence South 548.78 feet, Thence West 363.89 feet, Thence North 54 feet to Southeast Corner of Lot 1, Block 6, Perkins Fifth Addition, Thence continuing North 495 feet to Northeast Corner of Lot 1, Block 4, Perkins Fifth Addition, Thence East along Southerly right-of-way boundary line of Olena Avenue 363.89 feet to point of beginning; except part platted into City of Willmar 12th Street Southeast right-of-way plat. (87.23 acres)

- | | | | |
|----|--|-----------------------------|-------------|
| 3. | Jean Langsjoen-Hogan Trust
and Carter Family
1950 E Welco
St. Peter | 95-903-0010
Project 0501 | \$93,012.00 |
|----|--|-----------------------------|-------------|

Section 3, Township 119, Range 35

Southeast Quarter of Southwest Quarter and Southwest Quarter of Southwest Quarter except the Southerly 350 feet of the Westerly 233 feet of Southwest Quarter of Southwest Quarter and except parts platted as Northwood Estates and Northwood Estates Second Addition; and also except that permanent utility easement described as follows: That part of the Southwest Quarter of the Southwest Quarter described as follows: Commencing at Southwest Corner of said Southwest Quarter of the Southwest Quarter, Thence East 844.61 feet, Thence North 108.96 feet to North right-of-way line of North Shore Way, said point being point of beginning of tract herein described, Thence Northwesterly 50 feet, Thence Northeasterly 100 feet, Thence Southeasterly 50 feet to North right-of-way line of North Shore Way, Thence Southwesterly 100 feet to point of beginning. (64.13 acres)

- | | | | |
|----|--|-----------------------------|-------------|
| 4. | Bernard Revocable Trust Etal
c/o William Bernard
100 Promenade Ave, Apt 406
Wayzata | 95-912-0970
Project 9701 | \$12,119.04 |
|----|--|-----------------------------|-------------|

Section 12, Township 119, Range 35

*North 1,655 feet of Northwest Quarter except the West 40 acres thereof.
(60 acres)*

- | | | | |
|----|---|---------------------------------------|-------------|
| 5. | J & C Enterprises of Central MN
c/o Stephen Jennings
PO Box 639
Richmond | Project 8606
Hidden Valley Estates | \$17,869.51 |
|----|---|---------------------------------------|-------------|

95-308-0010	Sect-08 TWP -119 Rang-35 Lot-001 Blk-001
95-308-0020	Sect-08 TWP -119 Rang-35 Lot-002 Blk-001
95-308-0030	Sect-08 TWP -119 Rang-35 Lot-003 Blk-001
95-308-0040	Sect-08 TWP -119 Rang-35 Lot-004 Blk-001
95-308-0050	Sect-08 TWP -119 Rang-35 Lot-005 Blk-001
95-308-0060	Sect-08 TWP -119 Rang-35 Lot-006 Blk-001
95-308-0070	Sect-08 TWP -119 Rang-35 Lot-007 Blk-001
95-308-0080	Sect-08 TWP -119 Rang-35 Lot-008 Blk-001
95-308-0090	Sect-08 TWP -119 Rang-35 Lot-009 Blk-001
95-308-0100	Sect-08 TWP -119 Rang-35 Lot-010 Blk-001
95-308-0110	Sect-08 TWP -119 Rang-35 Lot-011 Blk-001
95-308-0120	Sect-08 TWP -119 Rang-35 Lot-012 Blk-001
95-308-0130	Sect-08 TWP -119 Rang-35 Lot-013 Blk-001
95-308-0140	Sect-08 TWP -119 Rang-35 Lot-014 Blk-001
95-308-0150	Sect-08 TWP -119 Rang-35 Lot-015 Blk-001
95-308-0160	Sect-08 TWP -119 Rang-35 Lot-016 Blk-001
95-308-0170	Sect-08 TWP -119 Rang-35 Lot-017 Blk-001
95-308-0200	Sect-08 TWP -119 Rang-35 Lot-001 Blk-002
95-308-0210	Sect-08 TWP -119 Rang-35 Lot-002 Blk-002
95-308-0220	Sect-08 TWP -119 Rang-35 Lot-003 Blk-002
95-308-0230	Sect-08 TWP -119 Rang-35 Lot-004 Blk-002
95-308-0300	Sect-08 TWP -119 Rang-35 Lot-001 Blk-003
95-308-0310	Sect-08 TWP -119 Rang-35 Lot-002 Blk-003
95-308-0320	Sect-08 TWP -119 Rang-35 Lot-003 Blk-003
95-308-0330	Sect-08 TWP -119 Rang-35 Lot-004 Blk-003
95-308-0340	Sect-08 TWP -119 Rang-35 Lot-005 Blk-003

95-308-0350 Sect-08 TWP -119 Rang-35 Lot-006 Blk-003
95-308-0360 Sect-08 TWP -119 Rang-35 Lot-007 Blk-003
95-308-0370 Sect-08 TWP -119 Rang-35 Lot-008 Blk-003
95-308-0380 Sect-08 TWP -119 Rang-35 Lot-009 Blk-003
95-308-0390 Sect-08 TWP -119 Rang-35 Lot-010 Blk-003
95-308-0400 Sect-08 TWP -119 Rang-35 Lot-001 Blk-004
95-308-0410 Sect-08 TWP -119 Rang-35 Lot-002 Blk-004
95-308-0420 Sect-08 TWP -119 Rang-35 Lot-003 Blk-004
95-308-0430 Sect-08 TWP -119 Rang-35 Lot-004 Blk-004
95-308-0500 Sect-08 TWP -119 Rang-35 Lot-001 Blk-005
95-308-0510 Sect-08 TWP -119 Rang-35 Lot-002 Blk-005
95-308-0520 Sect-08 TWP -119 Rang-35 Lot-003 Blk-005
95-308-0530 Sect-08 TWP -119 Rang-35 Lot-004 Blk-005
95-308-0540 Sect-08 TWP -119 Rang-35 Lot-005 Blk-005
95-308-0550 Sect-08 TWP -119 Rang-35 Lot-006 Blk-005

6. Erickson Land Company of Willmar, 95-912-0950
PO Box 628
Willmar, MN 56201 Project 1601 \$26,156.80

SECT-12 TWP-119 RANG-35

That part of the West Half of Northwest Quarter described as follows: Commencing at the Northwest corner of said Section 12, Thence South 977.23 feet to point of beginning of tract herein described, Thence East 113.15 feet, Thence Northeasterly 120.30 feet, Thence Northeasterly 138.50 feet, Thence Southeasterly 196.87 feet, Thence Southeasterly 318.20 feet, Thence Southwesterly 15.49 feet, Thence Southeasterly 149.81 feet, Thence Southeasterly 153.04 feet, Thence Easterly 193.16 feet to East line of West 40 acres of North 1655 feet of said Northwest Quarter, Thence South 389.82 feet to South line of North 1655 feet of said Northwest Quarter, Thence West 1053 feet to West line of said Section 12, Thence North 677.77 feet to point of beginning, Except that part platted as Trentwood Estates Third Addition.(14.11 acres)

Dated this 17th day of October, 2016.

Mayor

Attest:

Interim City Administrator



WILLMAR

City Administrator

City Office Building
333 SW 6th Street
Willmar, MN 56201
Main Number 320-214-5166
Fax Number 320-235-4917

COUNCIL ACTION REQUEST

DATE: October 17, 2016

SUBJECT: Oslo Meadows Special Assessment Hearings

RECOMMENDATION: It is respectfully recommended the City Council approve the following:

Set a Hearing for 7:01 p.m. on November 7, 2016, for the Oslo Meadows Special Assessments and authorize the approval of two hearing waiver agreements.

BACKGROUND:

Oslo Meadows lot sales requiring additional assessments for the 2005 Street & Other Improvements. A hearing is required to place additional assessments against any parcel pursuant to MS Chapter 429.

The Council directed staff to meet with the two property owners that were appealing their assessments to try and figure out a settlement and make a recommendation. Staff is recommending the following assessments:

Name	PID	Description	Sale Price	Pending Assessment
<u>Hearing Notice</u>				
Robin A. Javaherian	95-604-0060	Blk-1 Lot 6	\$7686.00	\$2,325.76
Robin A. Javaherian	95-604-0080	Blk-1 Lot 8	\$7864.00	\$2,325.76
<u>Waiver Agreements</u>				
David M & Karen M. Cram	95-604-0430	Blk-3 Lot 24	\$7760.00	\$1,162.88
David M & Karen M. Cram	95-604-0440	Blk-3 Lot 25	\$7682.00	\$1,162.88
John H. & Debra L. Schmitz	95-604-0450	Blk-3 Lot 26	\$7682.00	\$1,162.88
John H. & Debra L. Schmitz	95-604-0460	Blk-3 Lot 27	\$7674.00	\$1,162.88

A notice will be sent to Robin Javaherian for the November 7, 2016 hearing and waivers of hearing and consent to special assessments are proposed for Cram and Schmitz (see attached).

FINANCIAL CONSIDERATION:

LEGAL: Minnesota Statute 429 Subd. 4

Department/Responsible Party: Michael McGuire, Interim City Administrator

**WAIVER OF NOTICE OF HEARING AND CONSENT
TO SPECIAL ASSESSMENTS**

THE UNDERSIGNED, David M. and Karen M. Cram

being the owner(s) of all that part of Lots 24 and 25, Block 3, Oslo Meadows

(95-604-0430 and 95-604-0440) Five years/5.5% for the years 2017-2021

do hereby consent and agree to an assessment of Reassessment pursuant to MN Stat #429.071

Dollars against said parcel, which assessment is for \$1,162.88 and \$1,162.88 Totaling \$2,325.76

The undersigned acknowledge that they may pay this assessment in cash or in yearly installments in accordance with all other parcels assessed under Project No. 9501/4475. The undersigned acknowledge that they are waiving notice of an improvement hearing and notice of any assessment hearing, both in accordance with Chapter 429 of Minnesota Statutes, and agree to the assessment herein specified. The Undersigned further agree that the City of Willmar may assess the above-described parcel in accordance with the terms of the above provisions of this Agreement.

IN WITNESS WHEREOF, the said _____

_____ have executed this Agreement this _____ day of _____

**WAIVER OF NOTICE OF HEARING AND CONSENT
TO SPECIAL ASSESSMENTS**

THE UNDERSIGNED, John H. and Debra L. Schmitz

being the owner(s) of all that part of Lots 26 and 27, Block 3, Oslo Meadows

(95-604-0450 and 95-604-0460) Five years/5.5% for the years 2017-2021

do hereby consent and agree to an assessment of Reassessment pursuant to MN Stat #429.071

Dollars against said parcel, which assessment is for \$1,162.88 and \$1,162.88 Totaling \$2,325.76

The undersigned acknowledge that they may pay this assessment in cash or in yearly installments in accordance with all other parcels assessed under Project No. 9501/4475. The undersigned acknowledge that they are waiving notice of an improvement hearing and notice of any assessment hearing, both in accordance with Chapter 429 of Minnesota Statutes, and agree to the assessment herein specified. The Undersigned further agree that the City of Willmar may assess the above-described parcel in accordance with the terms of the above provisions of this Agreement.

IN WITNESS WHEREOF, the said _____

_____ have executed this Agreement this _____ day of _____